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# DEMPSEY OFFICIALS HANDBOOK

Please give any corrections or suggestions to Ed Viering.

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## ADMIN

### UPON ARRIVAL

Upon arrival, check in with Bob Springer or mark your name off on the assignment sheet posted at the weigh-in table.

Be very wary of internet schedules. Go to the registration table to obtain or verify you have a current schedule.

Check with coaches for PV/HJ height progressions, TJ board distance and WT/SP hog lines.

Throws officials: check with the Implement Inspector for the day's certification mark or symbol

### PARKING

Obtain a parking pass from whoever is passing them out and return to your vehicle to display it. Passes are usually left at the finish line computer area if you arrive late. Before you leave, pick up a pass for the next meet.

### GENERAL LAYOUT

Lunch and snacks available in the office (i.e. officials break room). No food or non-water drinks on the track. Inside bathrooms are for athletes, officials and staff. Additional bathrooms are just outside at the softball stadium.

Clerk's table is on the north side. Weights and measures is in SE corner.

### ELECTRICAL POWER SET UP

Adjacent wall outlets supply:

- Weights and Measures table
- Finish Line computer area
- Clerks table
- PNTFOA Scoreboard and elapsed time clock

Refer to "Electrical Plan" diagram for setting up power in the infield.

### SCOREBOARD AND CLOCK

The PNTFOA Scoreboard and elapsed time clock are positioned above the official's break room. Clock is to the left of the scoreboard when facing it.

### TRACK SET-UP

Those not involved in setting up finish line computers/cameras can easily set up the following track equipment:

- 6 teardrop flags (see the "Track events" section.). Store empty cases under the finish line steps.
- lap counter, blue/green camera backdrop, white tape camera backdrop (page 4 photo)
- 4 tiny cones and 2 flashers to each break line
- milk crate of extra cones (for alley) to front stretch breakline
- cones on inside lane. Check schedule for 1st event before setting front stretch.
- 2 flasher wands available for split timers
- Dempsey Indoor track diagrams should be taped to the walls in strategic locations.

### FIELD SET-UP

See sections for individual events.

## **TAKE DOWN**

Except for after the last meet of indoor season, the following gets stored in the cage---as far to the back/left as you can get:

- field event boxes - throws, HJ, LJ, PV)
- extension cord box
- Gill countdown clocks (silver cases)
- electronic scoreboards (leave bottom collar attached)
- long jump rails
- teardrop flags (disassembled)
- lap counter--don't need to take apart. Move it with cart.
- camera poles with baseplates (leave attached)
- red desk
- milk crate
- computer tables

The following is owned/handled by UW:

- folding chairs
- performance boards (except 2-digit for pole vault)
- large ladder
- large cones marking the curb
- rakes/brooms/shovels
- starting blocks

**HUSKIES WHO'S WHO**



**GREG METCALF  
HEAD COACH**



**JASON 'JD' DRAKE  
ASSOCIATE HEAD  
COACH**



**PAT LICARI  
VAULT/JUMPS/  
MULTIS**



**RAUL SHEEN  
SPRINTS/HURDLES/  
RELAYS**



**JESSICA RIDEN  
DIRECTOR OF  
OPERATIONS**



**LAUREN DENFIELD  
DISTANCES**



**T.J. CRATER  
THROWS**

**VOLUNTEER  
ASST COACHES**  
**ATANAS ATANASSOV  
MULTIS**  
**RYAN BROWN  
MID-DISTANCES**  
**ERIC METCALF  
JUMPS**



**SHEILA  
EVENT STAFF-LEAD**



**ROY  
EVENT STAFF**

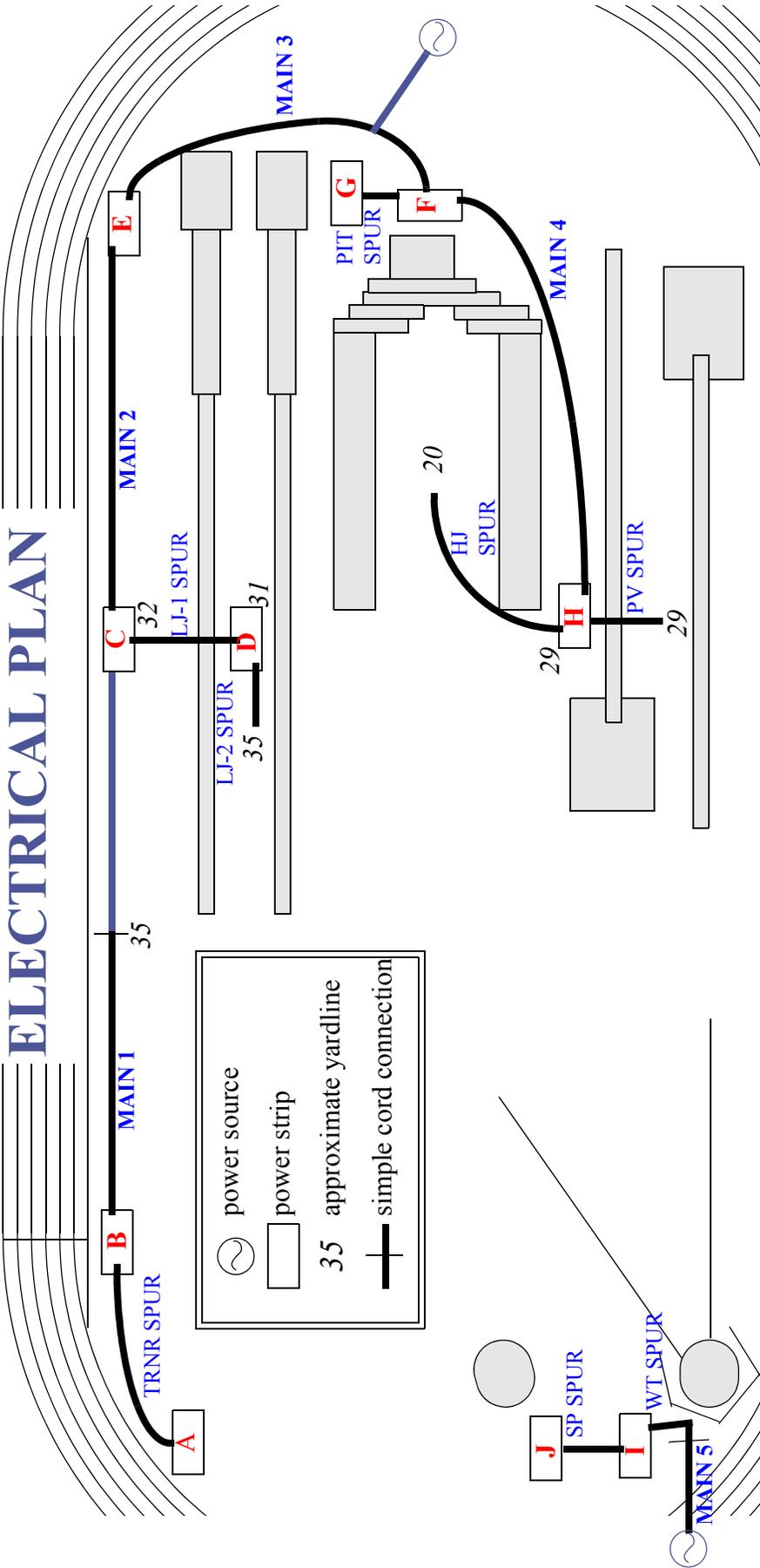


**MIKE BRUSCAS  
SPORTS INFO**



**PAUL MERCA  
ANNOUNCER**

# ELECTRICAL PLAN



## NOTES

1. MAIN 5 runs from inside stairwell, up to balcony, across to weight cage and down the support post.
2. HJ, PV and LJ-2 SPURS all power clocks
3. Clerk, W&M and Scoreboard all have wall outlets

## Power Strip

Strip	Fed by:	Supplies:
A	TRNR SPUR	Trainer equipment
B	MAIN 1	None
C	UPPER LEVEL	MAIN 2, LJ-1 SPUR, Clock
D	LJ-1 SPUR	LJ-2 SPUR
E	MAIN 2	MAIN 3, Speakers, Scoreboard/Keypad, Drill, Netpad
F	MAIN 3	MAIN 4, PIT SPUR
G	PIT SPUR	Scoreboard/Keypad, Netpad
H	MAIN 4	PV SPUR, HJ SPUR, Clock, 4 Netpads
I	WT SPUR	SP SPUR, Scoreboard, Display Keypad
J	SP SPUR	Scoreboard, Display Keypad

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# FIELD EVENTS-GENERAL

## HEAT SHEETS

Heats sheets can be obtained at results table.

Number of heat sheets needed:

EVENT	# HEATSHEETS REQUIRED	POSITIONS			
SP WT	2	Flt Coord/Reader/1st Recorder	Computer/2nd Recorder/Laser		
HJ PV	2	Flt Coord/1st Recorder	Computer/2nd Recorder		
LJ TJ	4	Flt Coord	Scope Reader/1st Recorder	Computer/2nd Recorder	Foul line//3rd Recorder

## ELECTRONIC SCOREBOARD

Can only display 3 digits for competitor number

If scope reader is also entering marks, then forego entering attempt # and competitor # and just enter distances.

- We use Program 11. You are only prompted for this when power is first turned on. It should start up with last program used.
- Select: ATTEMPT > type in 1,2,3 etc. > ENTER  
(don't need to do this every time--only when attempt# changes)
- Select COMPETITOR > type in 357, 787, etc. > ENTER  
(note: it only accepts 3 digits--use last 3 digits)
- Select PERFORMANCE > type in result e.g. NNN or NNNN > ENTER

If working several jobs at once, or are pressed for time, you can skip the ATTEMPT and COMPETITOR and just enter PERFORMANCE

For the throws, the angle the board faces is very important since spectators are spread out. Refer to the set-up diagram.

## COUNTDOWN CLOCKS

You are limited by extension cords and range of remote control. Beware of cross-talk from remote A to timer B. Change batteries if it only works at close range.

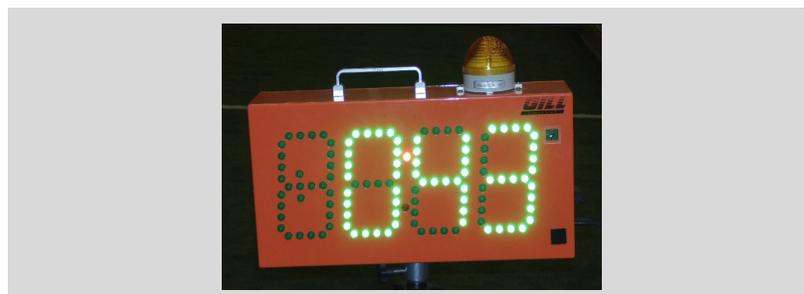
The remote sensor is on the front face--you can't start it from behind.

Once your time is set, you only need to use the RESET and START buttons. Use the PROG button to change your time.

See the individual event diagrams below for recommended set-up locations. You may adjust them if desired. Remember you will need to move them between Triple Jump and Long Jump. Some women with short run-ups will start in front of the recommended positions, but we are resigned to live with this. As flight coordinator, if you are blocking the runway with your body, then adjust your routine as needed.

Yellow flasher is set for 15 seconds which matches NCAA and USATF rules

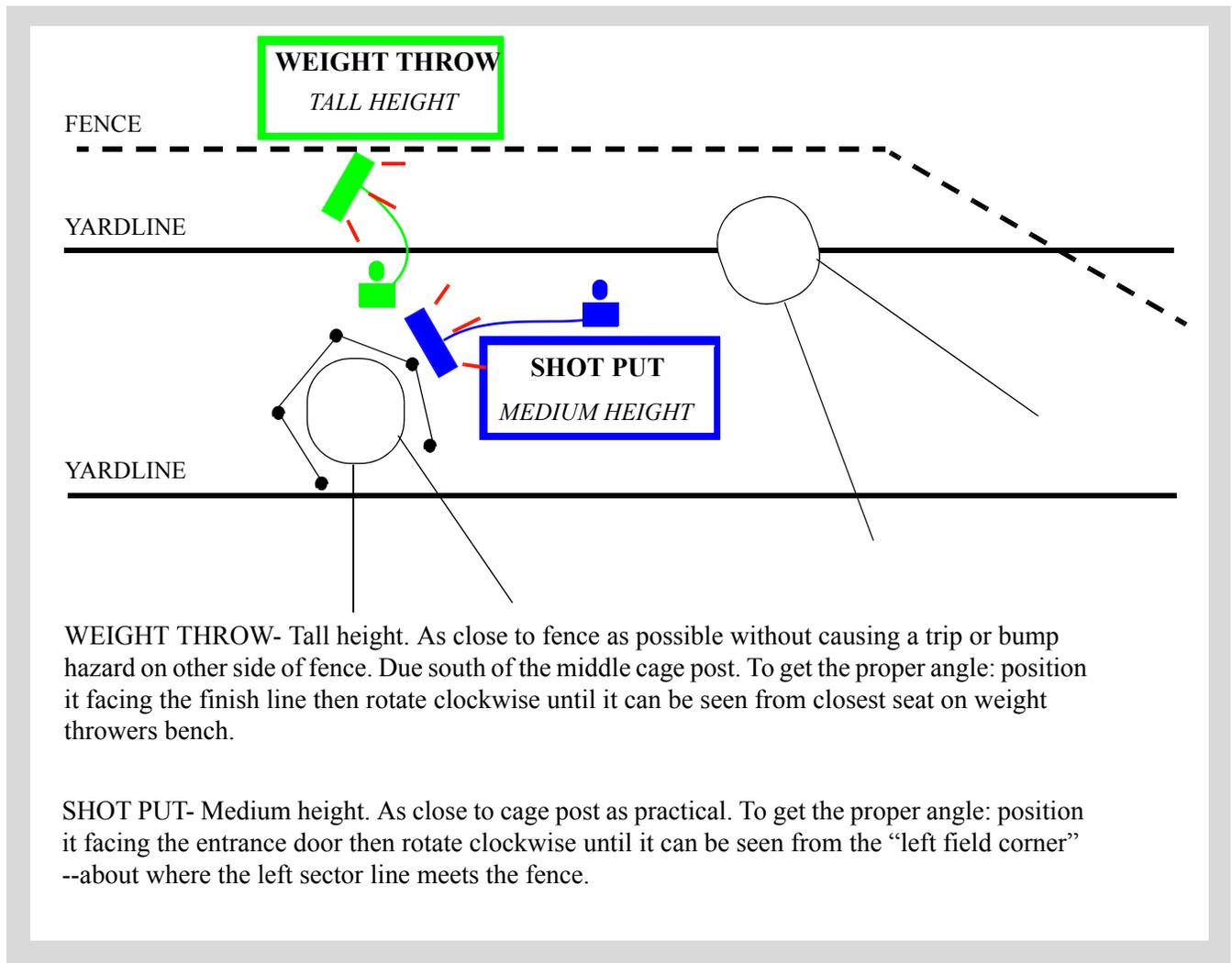
Before/between events, set the time remaining until warm-ups end--not the time until event starts (the difference being the 5 minutes or so you use for instructions). Exception: for combined events, don't set it any earlier than the time the 30 minute minimum expires.



# FIELD EVENTS-THROWS

## SCOREBOARD LOCATION

These scoreboards can be read at a surprisingly shallow angle. Set them up as per the diagram to maximize spectator viewing.



## LASER THEODOLITE

Until we get a 2nd instrument, always use it for the weight throw since pulling tape there is harder than for shot put. Laser goes on left side of cage. You may have to pull tape for a very short hit-the-cage throw where the cage blocks the laser.

Circle radius is written in center of circle.

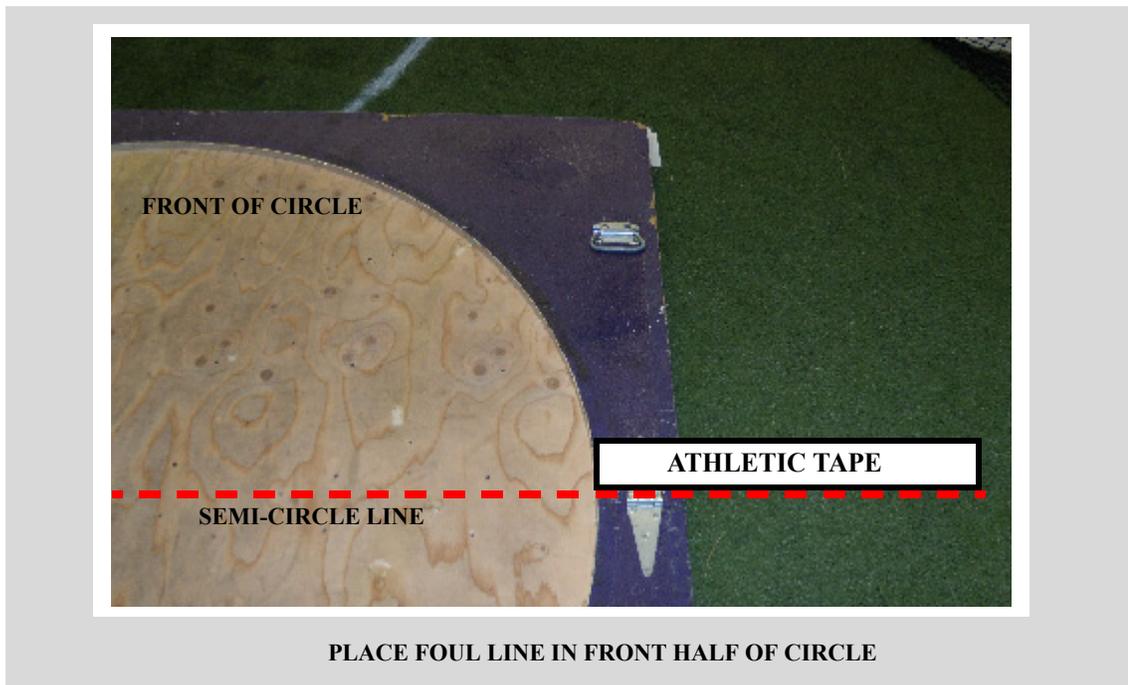
## THROWING CIRCLES

Do not use shot put circle during the weight throw.

Half-circle foul lines will need to be marked with tape --- at least 75 centimeters as per Rule 1-7-6.

If not painted, mark the corners of the platform with tape--they will move. Check them periodically throughout the day.

The rubber turf granules will routinely get tracked into the circle. Keep a broom handy.



## SHOT PUT

We can run two shot puts at the same time, but do not use shot put circle during the weight throw. For double shot put, both events pull tape from the inside.

With only one shot put running, pull tape on right side of sector. Flight coordinator on left side of circle, unless using laser theodolite.

Minimize people standing near right sector line.

Scoreboard operator as close to the circle as practical to facilitate hearing the mark.

## WEIGHT THROW

WARNING: net is looser than it looks. Stand well back. Use tape to mark a “stay behind” safety line on both sides of cage.

Pull tape on left side of sector.

Scoreboard operator as close to the cage as practical to facilitate hearing the mark--but not directly in back of circle so as not to distract the thrower.

For added safety--parallel gate shall be “cheated-in” 30 degrees toward sector line as per allowance in Rule 9-1-f Note 2 page 31

We choose to always set the closed gate perpendicular to sector line - regardless of geometry/distance from gate to center circle

Put down a piece of tape to mark where the gate’s L-shaped handle must be for both positions.

We need to place a “stay behind” safety line in front of the bench. If the UW has not set-up a line of flagging, then mark it with tape (see picture).



GATE IN PARALLEL POSITION



GATE “CHEATED-IN” AT 30 DEGREES



SAFETY LINE POSITION

# FIELD EVENTS-JUMPS

## LONG JUMP --- TRIPLE JUMP

Lay out a runway tape early. Metric side up. Do not leave tape inside takeoff area. The loose end can be tucked inside the runway platform once competition begins. Have a well taped “anchor” there for this reason. NOTE: Some coaches will want to put a second mark in the takeoff area, so don’t tuck the loose end in too early.

We have a power screwdriver in our box. If no outlet nearby, then charge batteries at outlet nears clerks table or near 60 start.

### RED RUNWAY

West/left runway is primary for women- scope rail on left side of sand

Boards are at 12’ and 34’. These boards are dovetailed and just slide in and out. They must be shimmed. You can unscrew the white board and replace it without removing the entire board.

### PURPLE RUNWAY

East/right runway is primary for men - scope rail on right side of sand

Boards are at: 12’, 16’, 28’, 35’, 42’. Division I meets use 16’ and 42’. These boards are held in with screws.

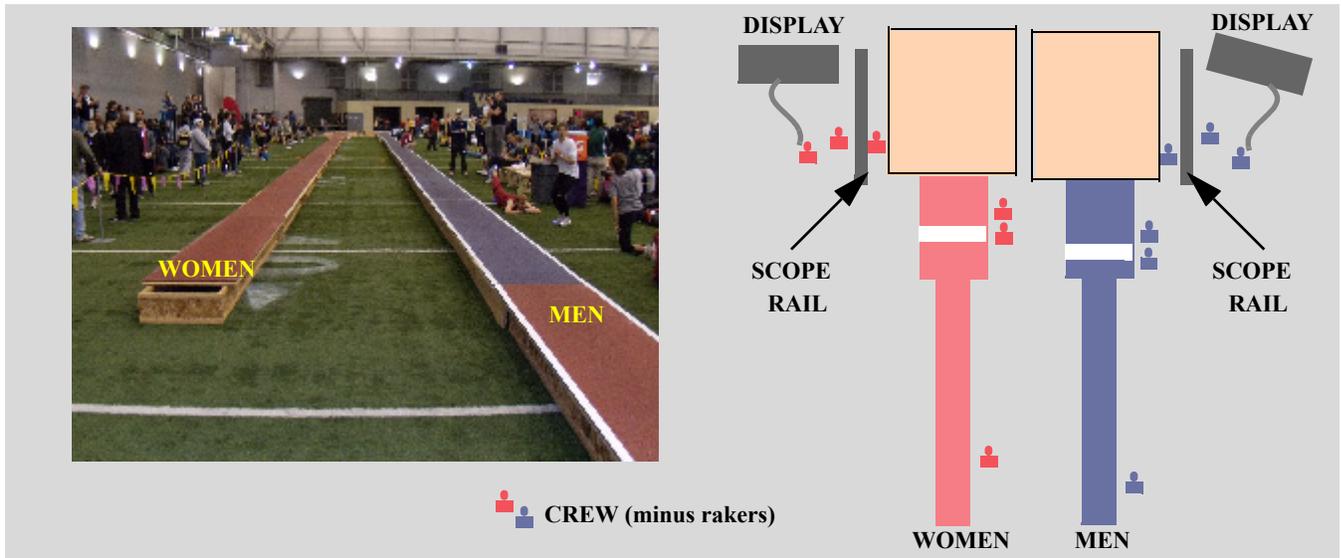
### ALTERNATIVE SETUPS

If you need to tape in an extra board---which is common at open meets----try to put it exactly 1m or 2m from the board in use. This way you can still use the scope. If not, you either have to pull tape for the odd board, or put all the odd boarders in first flight using the scope, then re-calibrate for next flight.

At one Open we put men on red runway 34’ and women on purple runway 28’. It worked well.

### AUXILIARY PIT

The auxiliary long jump pit is in the opposite corner by the weight throw. Put the scope rail on the right side. Rake from the left. Put the floor panels to the right of the scope--leave a gap against the wall for the athletes to exit. Boards are at 25’ 30’ 35’ 40’. Distances are marked on the wall so you don’t need a runway tape.



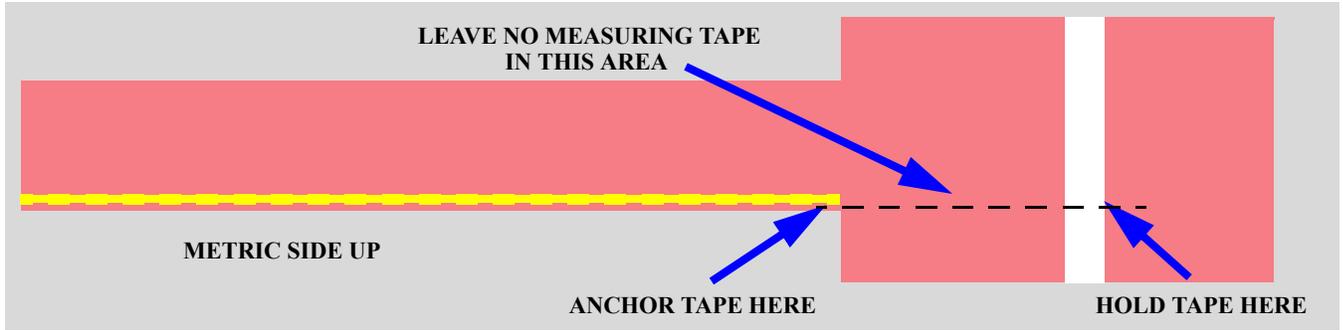
### FLIGHT COORDINATOR

Allow a max of 10 minutes for flight specific warmups unless otherwise directed.

Either use the pre-printed signs for pass/check number, or else use the super secret Dempsey hand signals: pat your chest for “check number”; a football throwing motion for “pass”

## TAKEOFF BOARD

The crews at both boards face west.



## COACHES EYE

Coaches Eye is unofficial. It is merely intended for the coaches.

Secure it to the runway with one clamp as pictured. The second piece goes on left side.

There is a silver pen mark on both pieces which must be aligned with the foul line.

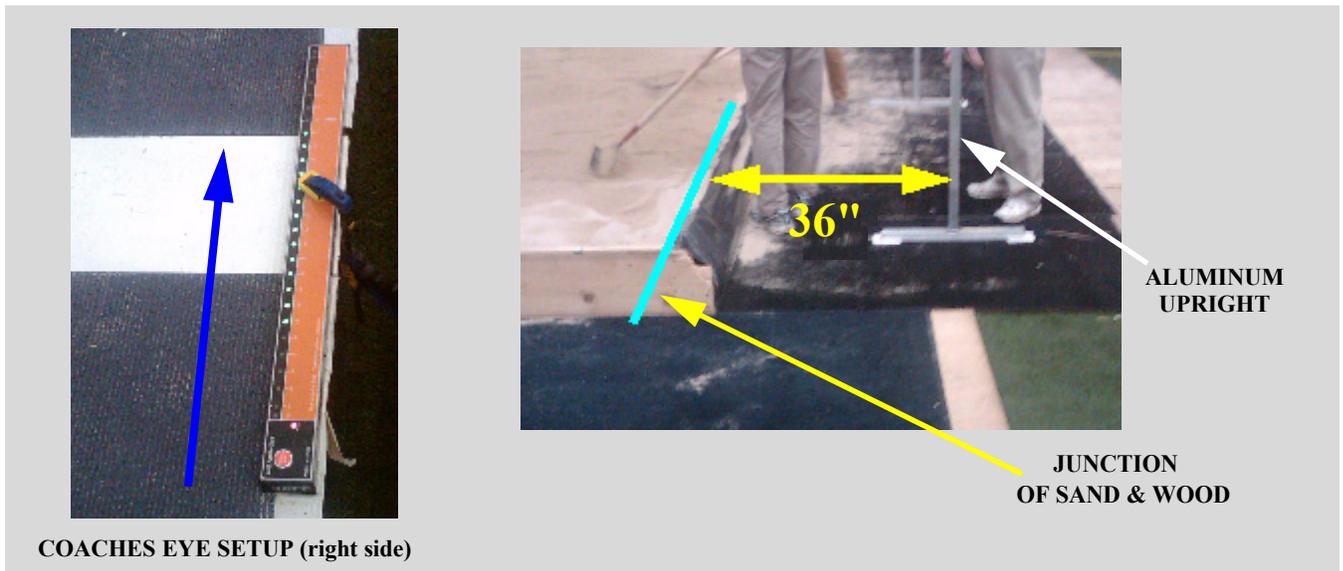
Reset using the remote control or the button on the right-side piece.

Change the batteries before every meet. It takes 2 AA batteries which are available by the finish line computers. It takes a small Phillips-head screwdriver to open the battery compartment. You only need to loosen the screws a couple turns and then pop off the end cap.

## SCOPE RAIL

Ensure aluminum rail extends at least 4 inches beyond edge of sand so gears don't fall out of the track on a "barely make the pit" jump. Rail must be parallel to runway/pit for accurate measurement. Leave about 36" between the aluminum upright and the junction of sand/wood. This leaves room for rakers in front of the rail. Mark the feet of the scope rail with tape. Always mark the side furthest from the sand as it is less likely to get covered by sand.

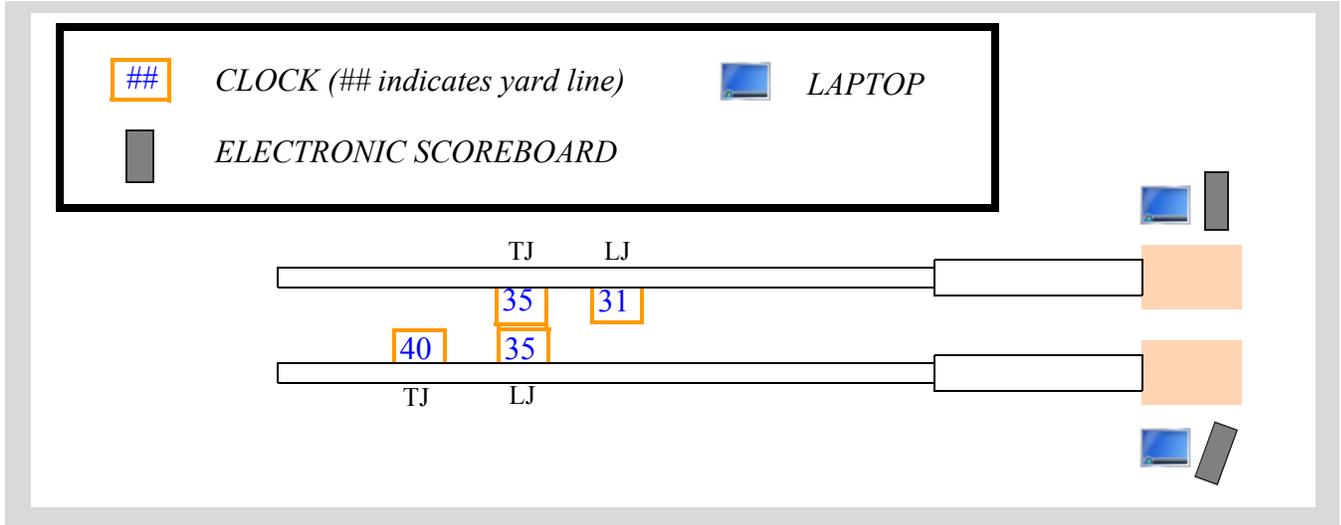
Ensure you have the correct scope for your side of pit. Scopes are marked for your convenience.



## EQUIPMENT LOCATION

Operating instructions are at the front of the FIELD EVENTS section.

Scoreboards go next to the scope reader toward the back of pit at their tallest height. The scope reader should be able to see it to verify the entry. The UW helpers will run it. They should sit right next to the scope reader to facilitate hearing the mark. It is unofficial unless it is verified each time by the scope reader. If this is not being done, the second recorder must revert to verbal communication.



## ADDITIONAL SET-UP CONSIDERATIONS

Set flagging such that foul line can see computer person and scoreboard.

Set flagging such that athletes have room to return behind the foul line chair.

Near the pit, position people and equipment such that athletes have a clear return path.

Keep spectators from encroaching inside the flags--this blocks the flight coordinators view and forces returning jumpers to crowd the runway and distract the next jumper.

Beware of LJ spectators backing into HJ and vice versa. Guard the track during warm-ups to prevent collisions with runners.

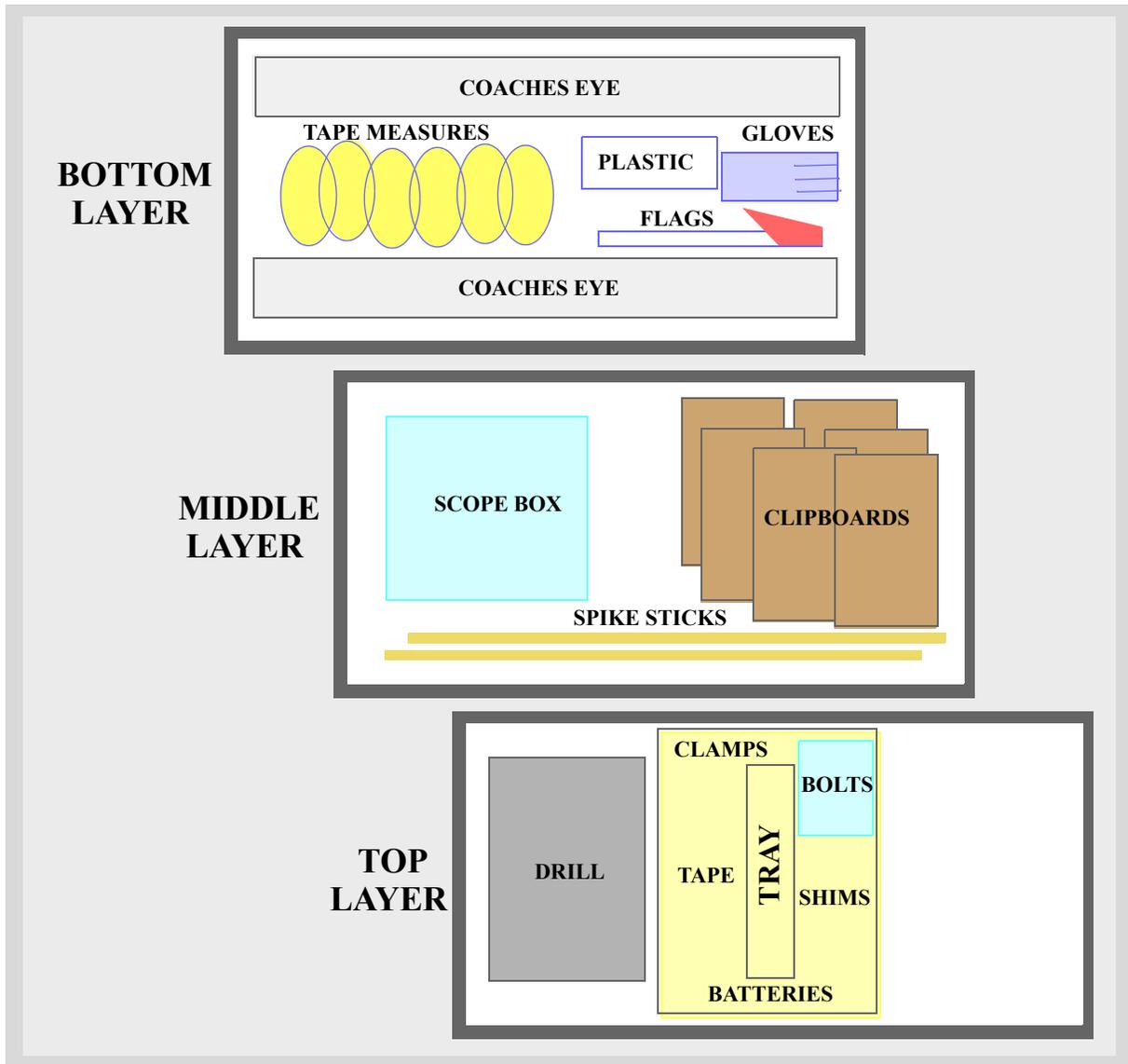
Beware of athletes from either event crowding the runway when talking to coaches.

## TURNAROUND CHECKLIST

- (1) move board
- (2) pull athlete tape marks
- (3) move runway tape
- (4) re-calibrate scope
- (5) move clock
- (6) set warm-up time
- (7) get flight sheets
- (8) get computer
- (9) coaches eye
- (10) move chairs
- (11) remove runway tape from landing area

# LJ/TJ EQUIPMENT BOX STORAGE

Here is the secret to fitting everything in the LJ/TJ box:



## POLE VAULT

Northbound runway (outside) for men

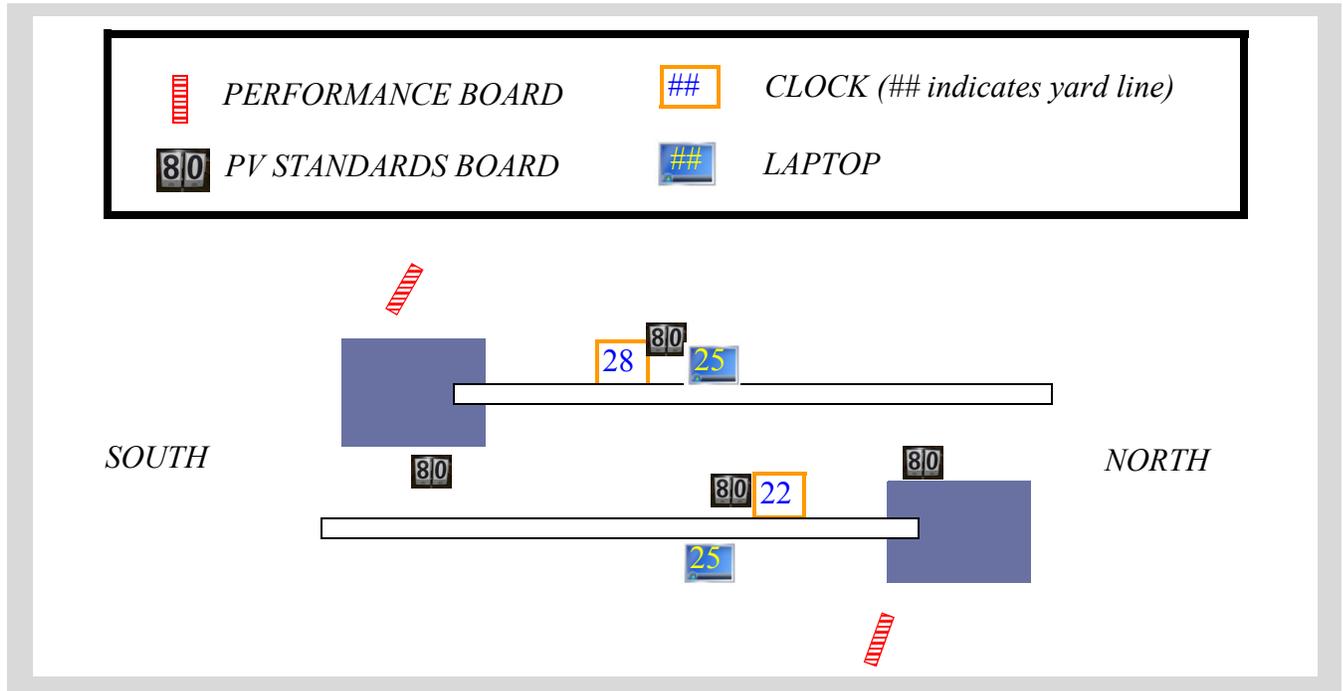
Southbound runway (inside) for women

Countdown timers and laptop should be placed at appropriate yard line as per diagram.

Place the 2-digit Standards Board and 5-digit Performance Boards as per the diagram.

The 2-digit performance boards are for setting the standards. To avoid confusion: as soon as the vault is complete and before attending to the bar, turn the performance board away from the flight coordinator/athlete so they know you haven't set their standards yet. Only face it toward athlete after it is properly set.

Runways are 28cm tall.



# HIGH JUMP

## CAUTION: WARMUPS

Warm-ups can get crazy at our bigger meets. you may have to actively direct traffic and bar height. Avoid letting the left-side jumpers get an advantage in number of run-throughs.

You must be twice as alert running two-pits.

## TWO PIT SET-UP

The pits are usually designated as a high and low starting height. Jumpers will get in each others way during competition. Be prepared for this and adjust your time clock technique/briefing. If two countdown clocks are not available for the same event, then don't use any.

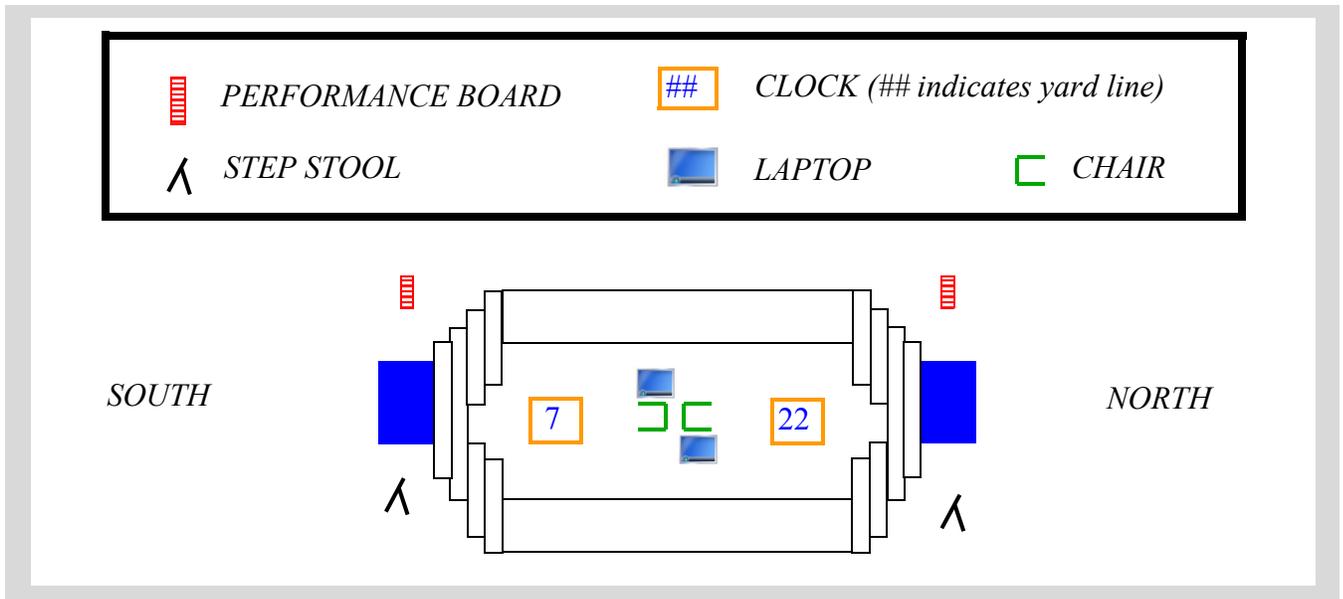
## ONE PIT SET-UP

Countdown clock goes on 20 yard line. Put it as low as it goes.

Flight coordinator sits back near the bench--as close as you want provided the remote control is still within range of the clock.

Performance boards go a few feet behind the foul line extended. You should display both a metric and imperial board. There should be extra board available.

Step-stool should be kept on opposite side from performance board (if two people working the bar)..



# TRACK EVENTS

## LANES

Straightaway Lane 1 not used except for 60m/ 60mHurdles. It is a confusing spot for athletes coming off the turn.

Lane 6, next to the wall, is not normally used for hurdles.

Lane 1 is often left open during the 200m to satisfy the coaches' preference.

## STARTING BLOCKS

UW provides a cart for moving the blocks.

## FINISH LINE CLOCK and RESULTS SCOREBOARD

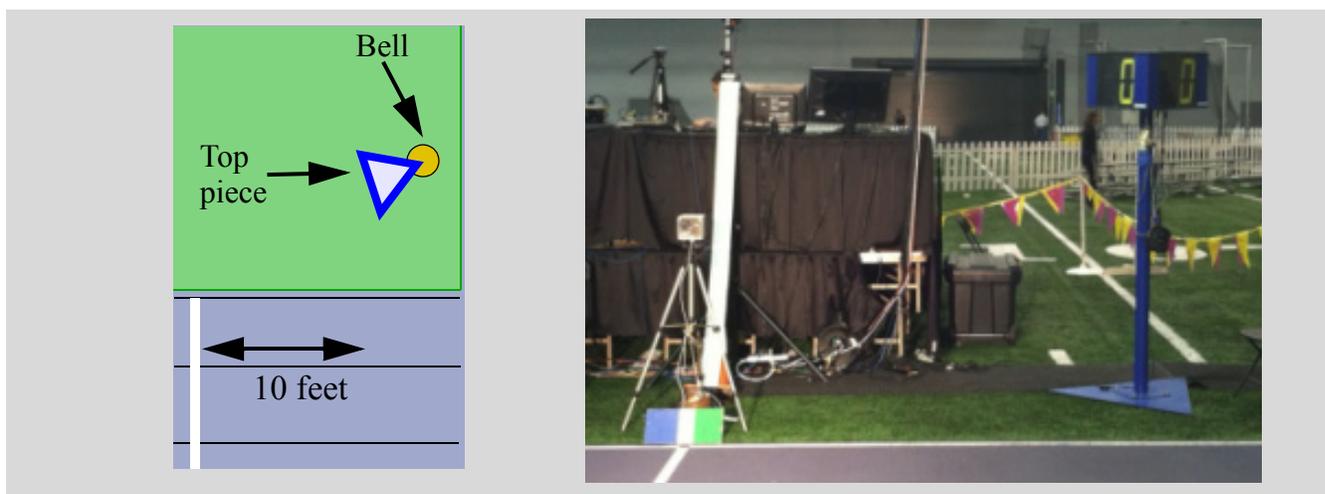
These are placed above the official's break room. The scoreboard and clock stay there for the entire indoor season.



## LAP COUNTER and CAMERA BACKDROP

Position the lap counter about 2 foot inside the track; about 10 feet past the finish line. The bell goes on the south side (the "downtrack" side). Angle the display slightly toward the track.

The blue-green camera backdrop is positioned as shown.



## TEARDROP FLAGS

The 6 teardrop flags are merely intended as convenient landmarks for directing athletes/coaches to the various track locations.

The clerk should ensure that the startline and entrances to exchange zones are marked.

The WHITE flag always stays at the finish line. Exception: it can be moved temporarily to the 1st exchange zone--- then moved back for the end of the race.

The rest of the flags just need to be “close enough” to their destination. Their colors are arbitrary.

The 6-flag set-up is standard. We sometimes use a 4-flag set-up for expediency. In this case, the flags must be maneuvered for the next race. As the race schedule varies each meet, there is no set routine for moving them.

6 FLAG SET-UP	4 FLAG SET-UP
Finish line - (white)	Finish line - (white): Shuffle to 1st exchange 4x400m
1st exchange zone 4x400m	
Break line -backstretch	Break line -backstretch: Shuffle to nearby start lines
2nd exchange zone 4x400	2nd exchange zone 4x400
3rd exchange zone 4x400	
Break line -front stretch	Break line -front stretch: Shuffle to nearby start lines/3rd exchange 4x400m

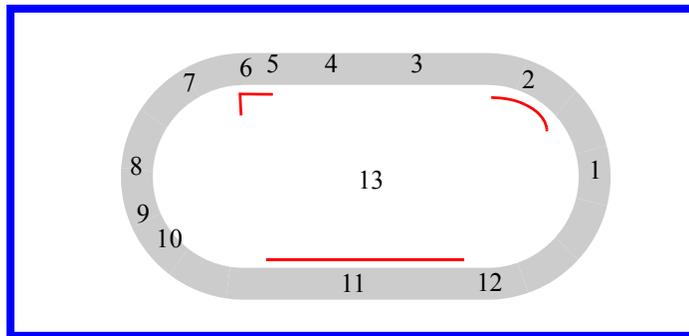
## UMPIRE TRAFFIC ISSUES

The UW provides staff to manage the crowd and keep the track clear. You still have the additional duty of traffic cop in your area.

The track can be easily obstructed by people, equipment, cage doors, etc. at the start of the race. If track is not clear when a race is ready to start, blow your whistle to alert the starters and then notify them what the problem is.

Pay particular attention to:

- (1) Area near south door and bathrooms. Heavy crossing traffic.
- (2) The turn near the weight throw. Spectators or equipment near the fence will force people into lane 1.
- (3) Heavy warm-up traffic on backstretch
- (4) Running with PV poles is not allowed on the track
- (5) During a race (other than 60s) practice hurdles are not allowed on the track
- (6) NE corner near the Pole Vault - traffic picks up considerably prior to relays and distance races
- (7) The corner of pole vault pit closest to the track. If the flagging is too close to track it forces people into lane 1
- (8) Cage doors on north side must be closed
- (9) Back stretch runners warming up will overrun the 400 start if no rope is present
- (10) During LJ/TJ warm-ups, jumpers will often run onto the track
- (11) Keep 1 meter clearance on the infield along lane 1 on the homestretch
- (12) Athletes walking through the finish line camera at any time
- (13) During distance races, UW staff will be running between the split locations to call out times



## SPLITS

Various splits for distance races are marked on the inside lane line. Be advised--UW staff will be rushing from mark to mark to call split times. They use hand-held flashing wands. We keep a wand in the finish line box.

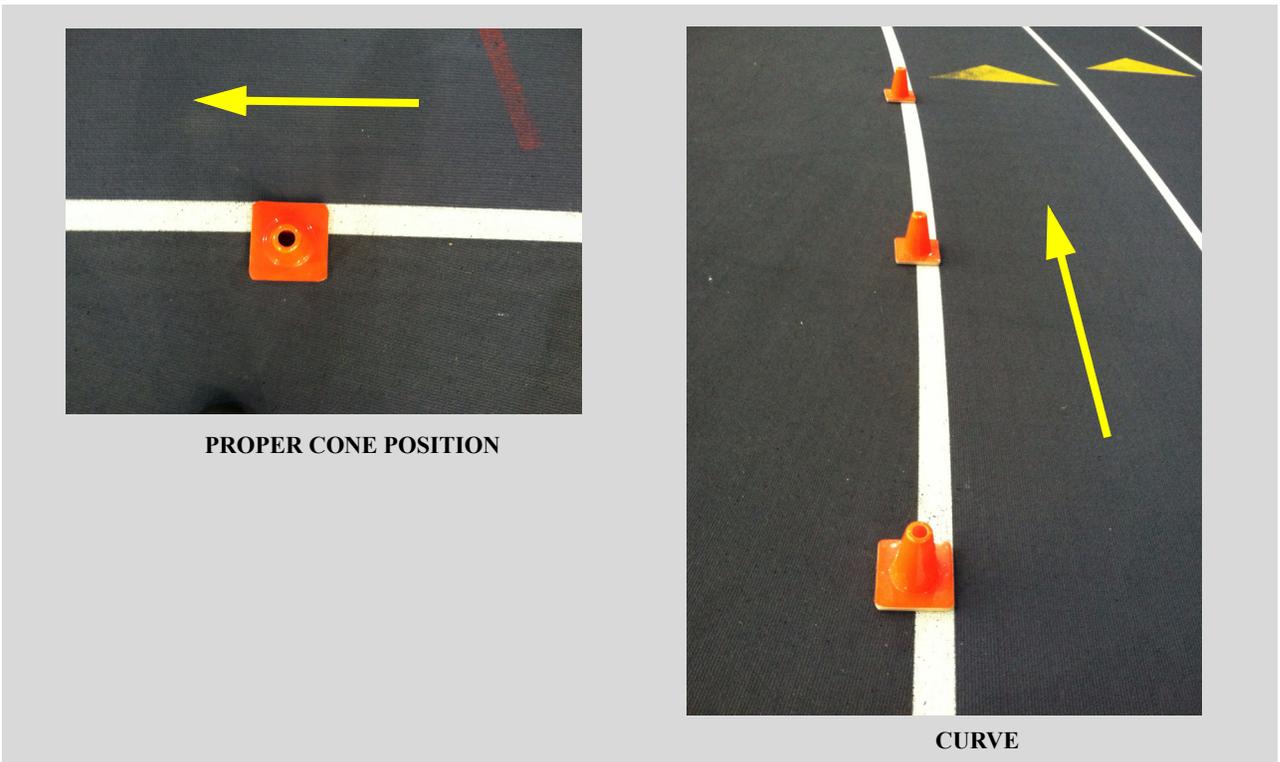
Each race is color-coded. Numbers are the distance *into* the race.



## CONES ON INSIDE LANE

Every 2 meters on the curve. Every 10 meters on straight. Add a few extra cones when entering the home straightaway to ensure athletes don't move into lane 1.

PROPER POSITIONING= all Dempsey cones cover the inside lane line. NOTE: This is for NCAA Indoor rules on a track not measured for a curb. The curb cone location may differ when outdoors or for HS, etc.



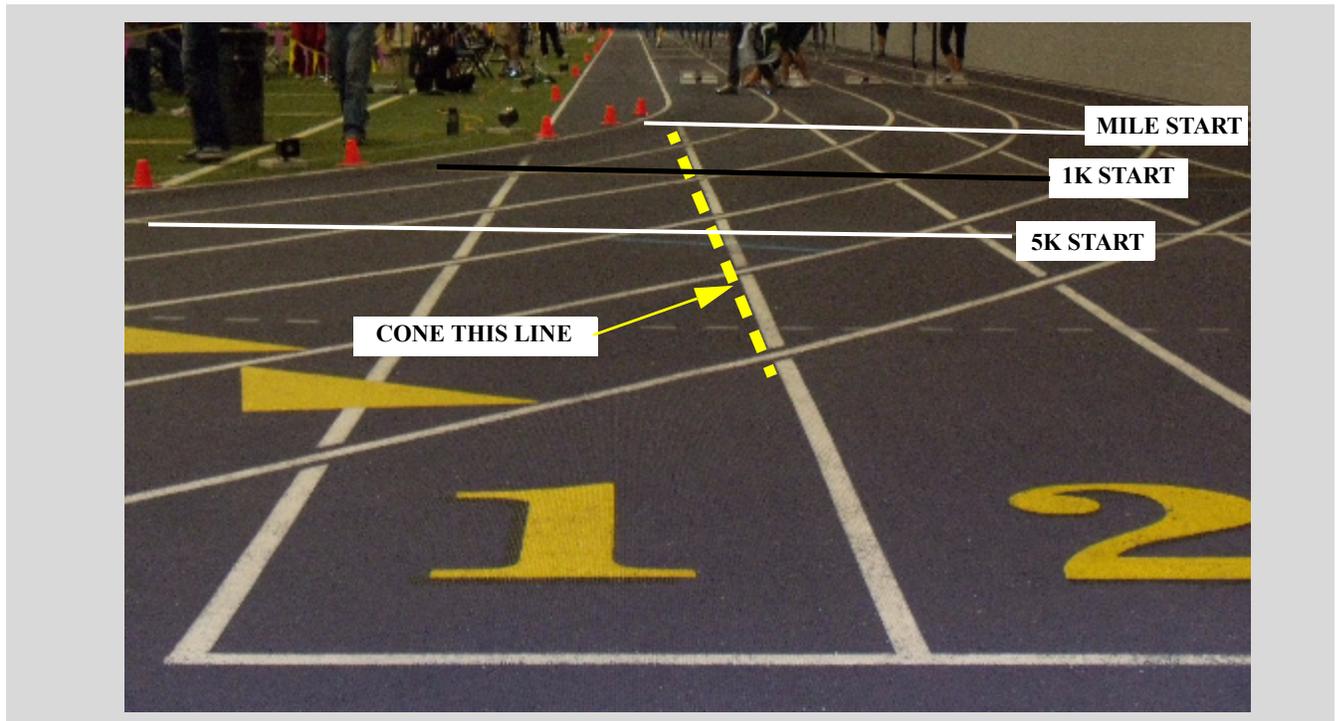
PROPER CONE POSITION

CURVE

## LANE 1 CONE SHUFFLE

For distance races that start near the 60M start, the runners will be positioned to the outside so they have a straight shot down the straightaway.

Pull some cones off the nearby curve and reposition them on the line between straightaway lanes 1 and 2. Put them back after the start.



## CONES - 800M ALLEYS

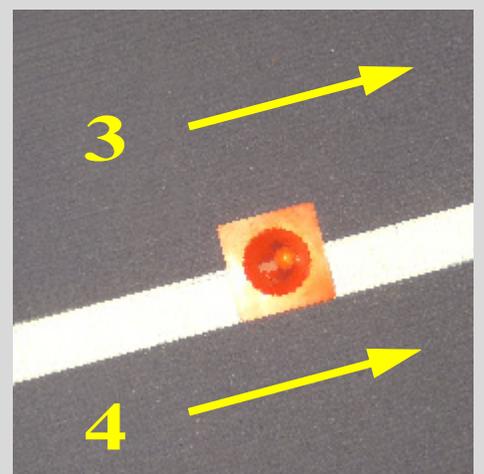
When more than 5 runners, the 800m will be run in alleys. Inside alley is 3 lanes. Outside alley is 2 lanes.

We need to cone the lane 3|4 line from the start until the break. Use about a 5 meter spacing. Cones must be placed in the outside of lane 3 --covering the line, but not extending into lane 4. Note: this is different from how cones are to be placed on the curb.

There is a milk crate that holds the cones dedicated for the alley.



ALLEY "A" = LANES 1,2,3  
ALLEY "B" = LANES 4,5



-COVER THE LANE 3|4 LINE  
-CONE DOES NOT EXTEND INSIDE LANE 4

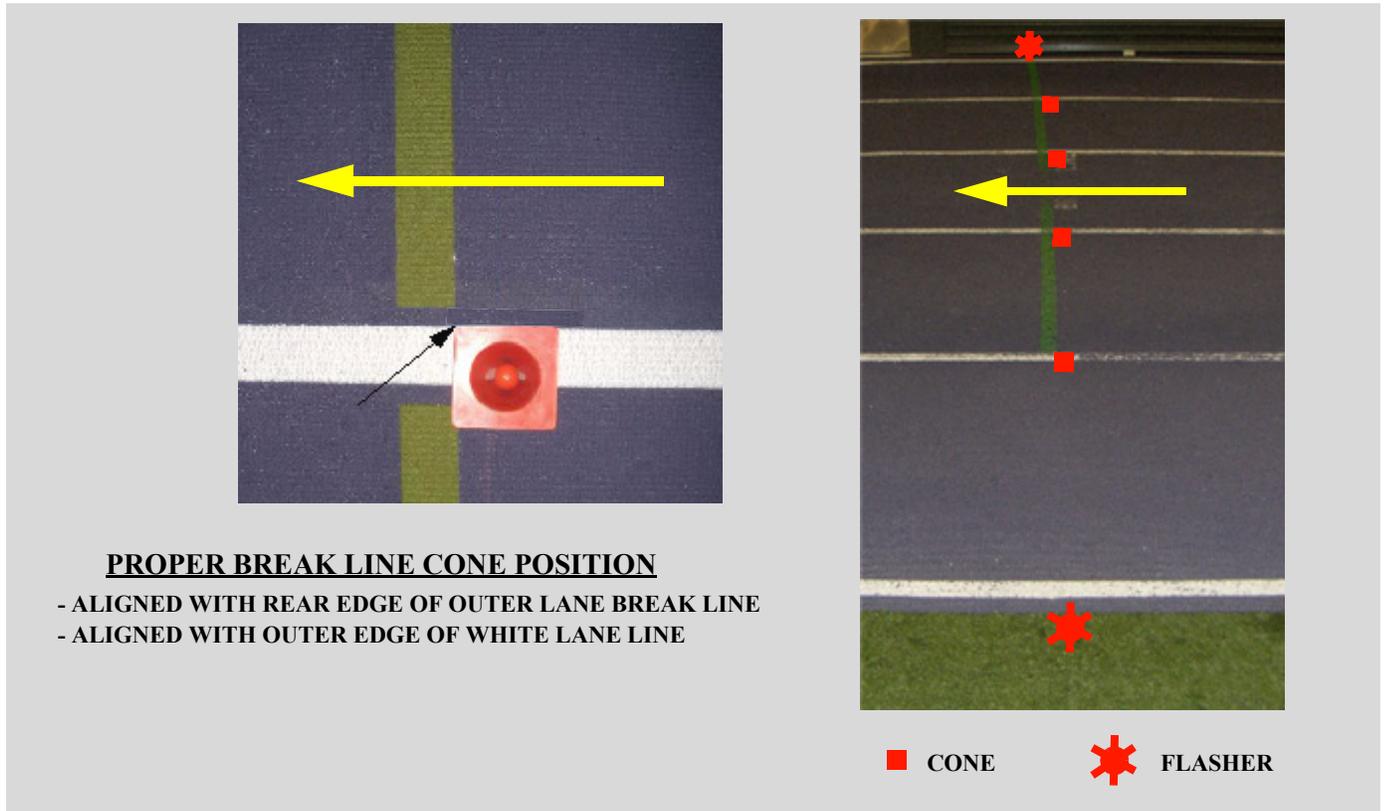
## BREAK LINES

800m: located at start of front straightaway

400m, 4x400m, 600m: located at start of back straightaway

Flashing lights are used to mark the far inside and far outside lines.

Two flashers and 4 tiny cones are needed at each break line. These are smaller cones than the ones used for the curb.



## FLASHER LIGHTS

Flasher lights are used at the break lines and for crowd control.

They have no on/off switch. Right-side up = ON. Upside down = OFF.



## FLASHER WANDS

Flasher wands are used by the split callers. They are usually stored in the umpires box.

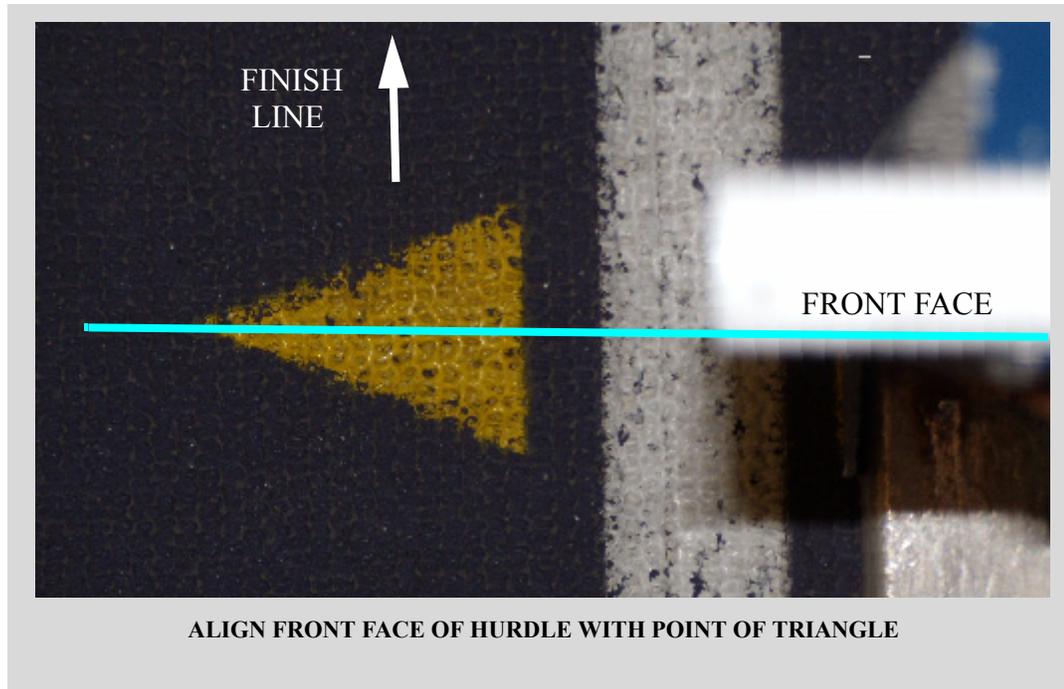
## HURDLES

We don't run hurdles in lane 6 (against the wall). No need to set hurdles there unless otherwise directed.

Men on blue triangles. Women on yellow triangles.

The blue/yellow *rectangles* mark the 100/110m positions and are used for practice.

The UW hurdles are particularly deceiving. There is no obvious reference point at the outside base of the hurdles. Make sure you align the front face of the hurdle with the point of the triangle.



## MIS-MARKINGS AND WORKAROUNDS

Use athletic tape or other means to work around these issues:

### 800 ALLEY START

There are no alley start lines.

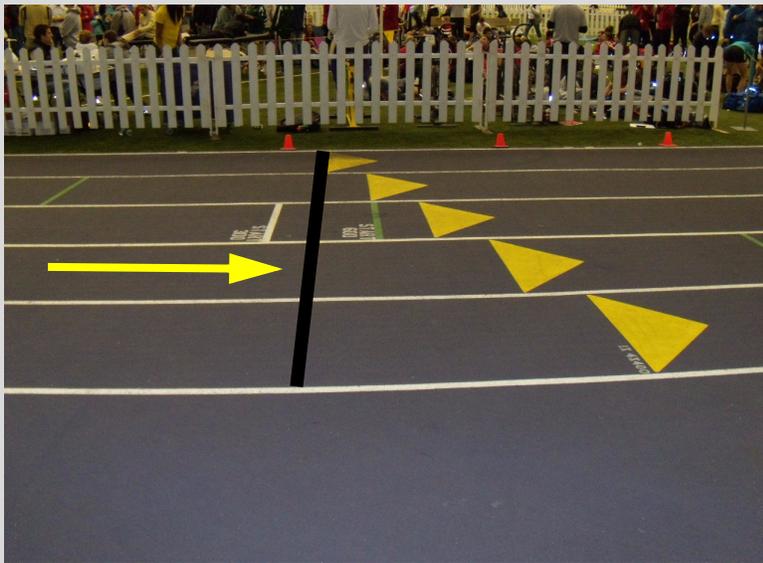
### WALK UP LINES

There are no painted walk up lines for the distance races.

### EXCHANGE ZONES

First and third 4x400 exchanges and 2nd DMR exchange (near the bathrooms) are marked incorrectly on the track. They should be straight across, because the break line cut-in has already occurred.

Check with Referee on how these should be handled.



**ENTRANCE TO EXCHANGE ZONE  
SHOULD BE MARKED STRAIGHT ACROSS  
AS PER THE BLACK LINE**



**EXIT FROM EXCHANGE ZONES  
ARE PROPERLY MARKED**

## RACE REFERENCE GUIDE

RACE	Break	Cones	Start Line	Color	Blocks	NOTES
<b>60m</b>	---	---	line	white	yes	
<b>60m H</b>	---	---	line	white	yes	No hurdles needed in lane 6; Men-blue triangles 42" Women-yellow triangles 33" Note: the yellow/blue rectangles are the practice 100/110m marks
<b>200m</b>	no	---	stagger	white	yes	
<b>300m</b>	no	---	stagger	white	yes	
<b>400m</b>	back stretch	---	stagger	blue	yes	
<b>600m</b>	back stretch	Remove break-cones after they pass	stagger	yellow	optional	Use 2 command start if no athletes are using blocks
<b>800m</b>	front stretch	Cone the alley between lane 3 4; remove alley- and break-cones after they pass.	stagger	yellow	---	Must create alley start lines and walk-up lines if desired.
<b>1000m</b>	---	Perform lane 1 cone shuffle	curve	black	---	Need to create a walk-up line
<b>1500m</b>	---	---	curve	white	---	Need to create a walk-up line
<b>Mile</b>	---	Perform lane 1 cone shuffle	curve	white	---	Need to create a walk-up line
<b>3000m</b>	---	---	curve	white	---	Need to create a walk-up line
<b>3200m 4x800m</b>	front stretch	For 4x800: cone the alley between lane 3 4; remove alley- and break-cones after they pass	curve	yellow	---	Need to create a walk-up line. Must create alley start lines if desired.
<b>5000m</b>	---	Perform lane 1 cone shuffle	curve	white	---	Need to create a walk-up line
<b>4x400m</b>	back stretch	Remove break-cones after they pass	stagger	blue	yes	
<b>2 Mile</b>	---	---	create a start line 18.688 m prior to 3200 start		---	If alleys are needed, mimic the 800m setup
<b>DMR</b>	---	---	curve	black	---	Sequence: 1200-400-800-1600 -at 1st exchange zone: #1 runner will go by three times and handoff is on the next time. -at 2nd exchange zone: #2 runner will go by one time and handoff is on the next time. -at 3rd exchange zone: #3 runner will go by two times and handoff is on the next time. -Finish: #4 runner is done at the 6th time across finish line. ( i.e. 63m plus 5 full laps)