

## **MILITARY LEAGUE CENTRAL ORIENTEERING COMPETITION RULES AND GUIDELINES** **2011/12 SEASON**

### References:

- A. Orienteering, A Military Training Guide, Army Code No 71341.
- B. Army Orienteering Association (AOA) Handbook.
- C. British Orienteering (BO) Rules and Guidelines.

### **GENERAL**

1. **Introduction.** These rules are in accordance with the general principles and guidelines outlined at References A, B and C and also incorporate decisions reached at the AGM (Sep 2011). Additional rules or interpretations may be required from time to time, specific to a given event. In such cases, these additional rules or interpretations are to be published to all participating units, at least two weeks prior to the event to which they apply.
2. The format and rules of the league will remain unchanged throughout the season, as set out herein. Units seeking clarification should in the first instance consult the Secretary. In the event of any dispute, the decision of the Chairman will be final.
3. **Aim.** The aim of the Military League Central (MLC) is to offer regular orienteering to all military personnel in the current 5 Div AOR and the opportunity for civilian competitors to participate if available.
4. **The Season.** The MLC will operate throughout the orienteering season from September through to May. Events will normally be held on Wednesday afternoons with the aspiration of building up to a frequency of events no greater than once a fortnight. Dates and frequency may vary depending on circumstances. Wherever possible, MLC events will be de-conflicted from the 5 Div League X-Country schedule, which also operates on a 2-weekly cycle. Events may be held at other times, eg during an evening, or on other weekdays. Event information is to be forwarded to the Fixtures Secretary for distribution throughout the Division via the BAOC Website (MLC events are colour coded green this season).

### **COMPETITIONS**

5. The MLC will comprise 2 separate elements:
  - a. **Individual Competition.** This is open to all members of the Regular Army, TA (including UOTC), Navy and RAF Units situated in the area, together with retired and civilian personnel on the strength of such units, and other civilian personnel. This competition is sub-divided by orienteering age class category. To simplify age groupings, a competitor's age category for the MLC will be based on his/her age category at the end of the season (May 2012)<sup>1</sup>.
  - b. **Team Competition.** The MLC team competition is sub-divided into Major and Minor Units, TA Units and Guest Teams.
6. **Team Composition.** The composition of team to compete within MLC must follow the following guidelines. Any questions should be directed to the MLC Secretary in the first instance:
  - a. Personnel may not represent more than one unit/team in the season unless formally posted between units. A similar restriction is to apply to retired and civilian personnel.
  - b. For the purpose of the MLC, a TA Team can be made up of any individual on the

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<sup>1</sup> Age groupings under British Orienteering rules are based on age as at 31 December, effective from the preceding 1 January.

strength of that unit.

c. Team affiliations and structure will be that as laid down by HQ 5 Div SO2 PD.

d. There is no restriction on the number of personnel who may compete in any team. However, if unusually large numbers of competitors are to attend any event, the unit representative is to liaise with the organiser at least one week in advance in order that suitable arrangements can be made.

e. Team members from the organising unit an event may compete. However they must not have been involved in the planning or have any knowledge of the location of controls.

7. **Finance.** Orienteering in the Army is classified as normal military training and can be used as a component of Military Annual Training Test (MATT) 5. It is funded the same as all other training, subject to the provisions of 2010DIN07-065 (Authority for Army Orienteering 2010).

8. At the start of each season, a league registration fee will be charged to cover the cost of league administration and league competition prizes for that season<sup>2</sup>.

9. Units hosting events are to charge a competitor or team fee to cover the organising costs including maps and refreshments; events must be self funding. Any profits from league registration or events will be retained by the MLC Secretary for future use, including in particular the maintenance and upkeep of the Div EMIT equipment. Entry fees are to be charged at £2.00 per entry for military and £2.50 for civilian. Where EMIT or SI hire is required this will be charged at an additional £1.00 per entry that requires to hire a card.

## ORGANISATION, INSURANCE AND SAFETY

10. **General.** Events may be sponsored by any one unit or combination of units. Participating teams are strongly encouraged to assist in the promotion of the sport by organising at least one event per season. All events are to be arranged through the MLC Secretary who is responsible for notification of events and publication of the flyer on the website.

11. **Event Officials.** A minimum of 3 officials is recommended to organise, plan and deliver events. These are the event Organiser, Planner and Controller.

12. The duties and responsibilities of these officials are laid down in References A, B and C. Where necessary, one individual can fulfil the duties of more than one official, provided the mandatory safety and technical checks/assurance are complied with. The details of the officials must be published in advance of the event on the event flyer.

13. All organising units are to advise the MLC Secretary of the qualifications and/or experience of their officials so that technical assistance with planning and organisation or support to ensure compliance with mandatory guidelines can be provided if required.

14. The qualifications and experience of event officials is now of particular importance because, in order to gain BO registration (as a BO Level D event) and hence BO insurance (see below), the event must be signed off by: a qualified Controller; a person who has BO Event Safety Accreditation; or a Licensed Coach. Where one of the actual nominated event officials is not appropriately qualified, the event will be signed off centrally by a suitably qualified individual who has reviewed the planning of the event and a risk assessment<sup>3</sup>.

<sup>2</sup> For the 2011/12 Season, there will be no league registration fee charged. This is to ensure that those units who can only make it to a couple of events are not discouraged from attending nor disadvantaged financially. Instead, the entry fee has been set at £3 per person per event – £2 to cover costs of the event and £1 to go to the League (EMIT upkeep etc.). Any individual or unit/team will be eligible for an individual or team prize regardless of how many events they attend.

<sup>3</sup> BO have agreed to the use of the military EASP document and appendices to substitute for the BO risk assessment so organisers only have one set of documentation to complete. Discussion Colin Holcombe (MLS)/Mike Hamilton (BO) refers.

15. **MOD, BO and Personal Insurance.** Military personnel competing are on duty and will be covered for personal injury/third party liability under normal MOD Rules subject to publication of No, Rank and Name, in advance of the event on Unit Part One Orders. MOD responsibility and liability may not adequately meet the insurance needs of any one individual. Accordingly, all participants in the sport are strongly encouraged to take out personal cover against personal injury and third party liabilities. Retired military personnel and civilians will not be covered by MOD insurance but these individuals are catered for when the event is registered with BO for insurance purposes.

16. The MLC Secretary is to register all events with BO, via BAOC. This will ensure all events are covered under the BO Insurance Scheme and open for civilians to participate.

17. **Retired Personnel and Civilian Participation.** Participation by retired personnel and civilians is permitted, indeed encouraged, provided that the necessary BO registration and insurance cover is in-place. In addition to writing a risk assessment, organisers must also:

- a. Obtain the addresses of any non-BO civilians who participate (SEF or equivalent to be completed on the day).
- b. Make a list of helpers who do not run (Organiser to complete on the day).
- c. Retain a full set of results (Organiser and League/Results Secretary on the day).
- d. If the relevant BO registration/insurance can not be completed for whatever reason, the event must be declared "military only" and notified as such at least a week in advance.

18. **Safety and Medical.** The organising unit is to be entirely responsible for the safe conduct of the event and medical support in the event of an injury. Guidance is to be found in References A, B and C. In planning the event, consideration must be given to a worst case safety/medical incident requiring access by civilian emergency services to all parts of the event area (keys to gates, safe access, alternative routes into the area, mobile phone coverage etc.). The minimum level of safety cover is a nominated person, normally the organiser, who does not leave the event centre and is available to co-ordinate safety/medical support. The minimum level of medical cover is a qualified first aider, usually from the organising unit's medical staff; on occasions, it may be appropriate to ask St John's Ambulance to provide first-aid cover for an event.

19. **Clothing and Equipment.** Full leg cover is to be worn at all events and all competitors are to carry a whistle. Event organisers are to disqualify any competitor considered to be in breach of these requirements before they start, having first been given an opportunity to change to appropriate clothing first.

20. **Notification of Event Details.** Organising units are to circulate event details, by means of a flyer via the MLC Secretary not less than 21 days before the event date. Notification is to include as a minimum: day/date/time; location of event with 6 figure grid and directions; the type of event and courses on offer, details of the event officials and any special conditions e.g. limited parking, no changing facilities etc.

21. Key points on event planning, management/conduct and post-events actions have been summarised at Annex A.

## **TYPES AND STANDARDS OF EVENTS**

22. **General.** The types of event that may be included as part of the MLC are outlined below. All of the event formats can take place by day or night.

23. **Cross-Country Events.** As a minimum, 3 courses are to be provided:

| Course | Civilian Course (Colour) | Technical Difficulty (TD) | Time for Most Competitors | Normal Length | Points  | Remarks                        |
|--------|--------------------------|---------------------------|---------------------------|---------------|---------|--------------------------------|
| A      | Brown                    | 5                         | 65 – 105 mins             | 7.5 – 10 kms  | Max 100 | Note calculations for contours |
| B      | Blue                     | 5                         | 55 – 90 mins              | 5 – 7.5 kms   | Max 75  |                                |
| C      | Light Green              | 4                         | 35 – 60 mins              | 2.5-5.5 kms   | Max 50  |                                |
| D      | Red                      | 3                         | 45 – 75 mins              | 3.5 – 6 kms   | Max 25  |                                |

a. When planning the time for most competitors, 100m of climb broadly equates to approximately 1 km in length.

b. On all the above courses, competitors are to visit controls in numerical sequence given on the control description list. Evidence of failure to comply with this rule will result in disqualification.

24. In routinely laying on only 3 courses, it is accepted that there will always be a compromise between the small range of available courses and the wide spread of likely competitor abilities. From a military perspective and to retain the key link to military training, the Red course must be suitable for novices (to encourage participation). In parallel with this, there must be a progression through TD3 to TD5 (to promote further development thereafter, linked to encouraging attendance on skills and planning courses). The link to the civilian colour structure has also been retained, in accordance with the AOA handbook and given the number of civilian participants at MLC events.

25. **Brown/Blue Course.** These courses are designed for experienced orienteers and for those progressing up from the Light Green course. In principle, it should be as technically and physically challenging as the event area allows. The course map does not need to include a legend. Control descriptions must be printed on the map and should be IOF symbols.

26. **Light Green Course.** This course is designed for orienteers with some experience, those progressing up from the Red Course and for older, more experienced orienteers. It should be technically challenging but not as physical as the Blue or Brown courses. The course should be planned as Light Green (TD4), although it should be noted that the normal course length shown in the table above spans both the Light Green and the Green guidelines. The course map should include a legend. Control descriptions must be printed on the map and should be IOF symbols. Given the software available, it is acceptable for the control descriptions to be shown as IOF symbols and written (side-by-side), as this will also assist with the progression through TD3 to TD5.

27. **Red Course.** The Red course is to be adult novice standard. It is aimed at new recruits and novices, both military and civilian. The course map should include a legend. Control descriptions must be printed on the map and should be written.

28. **Score Events.** Score courses are simple, resource efficient events. Normally only one course is laid on for all competitors using one set of controls, although variations of this can be adopted. Of particular note, planners should ensure that it should be difficult (only just possible) for a competitor to get all the controls in the allocated time. A time limit of 60 minutes usually applies but this should be reduced where the area requires – with 45 minutes being the default minimum time limit; alternatively, the format of the event could be altered accordingly. Ideally, controls should be of differing scores dependent upon their technical and physical degree of difficulty. The standard penalty for exceeding the allocated time is 10 points deducted per min, at a rate of 1 point for every 6 seconds, or part thereof, over the allocated time.

29. **Other Events.** Alternative event formats (e.g. Spanish score, contour, corridor, window, map memory etc.) can be considered using a mixture of control sites to encourage competition,

particularly if the event area is small or of low technical difficulty. However, to count as a scoring MLC event, rather than just a training event, alternative event formats must still be intrinsically “fair” i.e. all competitors must be able to make decisions based on common knowledge of the course format and intricacies – and not simply rely on or benefit from luck. If in doubt, seek advice from the MLC Secretary.

30. **Team Events.** Team events may be organised using the Harris Relay or Relay event formats. Exact details will be provided in advance in the supporting instruction or flyer so that that team selection can be properly decided.

## START AND FINISH PROCEDURES

31. **Start times.** Start times for competitors from the same unit on the same course are to be at least 4 minutes apart. The event organiser is responsible for ensuring this.

32. **Maps.** Maps should normally be issued after a competitor has punched the start control. Where this can not be achieved and maps have to be given out at registration (rolled up/sealed), competitors are not to look at the course before they have started their EMIT control card at the start.

33. **All competitors starting a course must report to the finish/download and return their EMIT card, if hired, even if they are retiring and regardless of whether the course has been completed. There are to be NO exceptions to this.**

34. **Results.** When EMIT or sportident (SI) is used, the Results Secretary will publish results by course (both simple and split times) on the website as soon as possible after the event. Where EMIT or SI is not used, the results of an event are to be sent by the organiser to the Results Secretary (preferably by email) to reach him within 7 days of the event, for publication on the website.

## SCORING SYSTEM

35. **Individual league Scores.** Individuals will competing in Cross-Country and Non-Score Courses whether MLC or Ind champs will be scored as follows. The timings of the top 3 military runners per course will be averaged; this will be the target time. The target time will be used to calculate points based on the maximum allocation shown in the tables in above.

- a. For each full minute that a competitor is over the target time, a point will be subtracted from the maximum allowed for that course. Negative points will not be given.
- b. For the Brown, Blue and Light Green courses, each full minute that a competitor is under the target time, a bonus point will be added to the maximum allowed for that course.
- c. For the Red course 10 points minimum will be awarded subject to correct course completion, even if over time.

36. **Individual scores in score events.** The points calculation depends on whether more than 2 military runners achieved the maximum score at the event. Where the top score is not achieved by 2 or more runners the scores of the top 3 military runners will be averaged. MLC points are then calculated as follows:

Runner's Score  
----- x 100  
Average Score

37. Where the maximum score is achieved by more than two runners, all those achieving the maximum score will have their MLC points calculated by the same method used for the Brown,

Blue and Light Green courses as described in paragraph 22 above. This will result in reducing points awarded to those who achieved the maximum score for every minute over the average of the first 3 military runners' times. The lowest points awarded using this method is the Base Points Value for those who do not achieve the maximum score .

Runner's Score  
----- x Base Points Value  
Maximum Score

38. **Individual Scores – Officials.** For each event, 100 points are awarded to the organiser, planner and controller. This is available up to a maximum of 2 events, per official, per season, although they may of course assist in more than this. The organising unit is awarded the following points per event up to a maximum of 2 events; 600 points for a Major Unit and 400 points for a Minor Unit.

39. **Team scores – League.** Organising units will be awarded their maximum allowable points as above to count towards the team competition. The prize for putting on an event. Team scores will be awarded as follows for MLC events:

a. Major Units. The top 5 scoring runners per event will count towards the team's MLC score. Any number of runners may compete.

b. Minor and TA Units incl Guest teams. The top 3 scoring runners per event will count towards the team's MLC score. Any number of runners may compete.

c. Should any unit or club be unable to field a full team, then the maximum points gained will be that obtained from the runners attending. For team events and championships, the scoring system will be published in agreement with the MLC Secretary, on the event fliers and administrative documents for that event alongside any adjustments to event rules if required.

40. **Results.** The MLC Secretary is to publish a consolidated list of rolling individual and team results at suitable intervals during the season. The final individual and team positions will be calculated by aggregating the best "50% rounded up plus one" scores of the total declared MLC events in the season.

41. Should there be the requirement for a competitor to appeal against the result/score given then an ad-hoc committee should quickly convene to resolve the issue. This committee should comprise of; the event controller, a unit representative of any Major Unit participating, other than the organiser's and that of any complainant, a unit representative of an Minor Unit or TA Unit participating, other than the organiser's and that of any complainant and where available, a member of the Standing Committee. In such cases, adjudication should take place at the event.

42. Matters not resolved at an event or matters relating to these rules are to be referred to the MLC Secretary in the first instance. Adjudication will not necessarily take place at the event but should occur before publication of the results.

**Annex A to  
MLC Rules 2011/12 SEASON  
Dated 19 Sep 11**

**EVENT CHECK LIST**

This guide is not exhaustive but outlines some of the key actions to ensure the event runs smoothly.

**8 weeks before**

Confirm date with MLC Chairman and Secretary and that no changes or special instructions apply. Ensure area booked, land clearance and local de-confliction in place as necessary.

**4 weeks before**

Conduct and write MOD Risk Assessment.

If not a qualified Controller, a person who has BO Event Safety Accreditation, or a Licensed Coach, submit Risk Assessment for sign off.

MLC Secretary confirms BO Registration.

Ensure advice on medical cover for event is sought.

Plan and design courses. If not a qualified Controller, advice available from/submit courses to MLC Secretary.

Draft event flyer and submit to MLC Secretary or Chairman for final confirmation and advertisement on the website and at the preceding event.

**2 weeks before**

Confirm courses, arrange printing of maps and collection/delivery of controls.

**1 week before**

Final checks and preparation of event notice board with instructions, map corrections, flyers etc.

**On the day**

Lay out course, set up registration, event notice board and parking area, and brief support team.

Ensure during registration to; Obtain the addresses of any non-BO civilians who run (SEF or equivalent on the day), make a list of helpers who do not run (on the day) and ensure the start runs properly (EMIT/SI activation, map handout and competitors dressed appropriately).

**Post event.**

Clear up, take down and retrieve controls.

Collate the addresses of any non-BO civilians who run (SEF or equivalent on the day), the list of helpers who do not run (on the day) and a cpy of the results. Staple these 3 documents together with a copy of the event flyer and MOD Risk Assessment and pass to MLC League Secretary for archiving for 5 years.

Confirm financial payment (50%, once all outgoings have been accounted for) to MLC Secretary.