

## Proposed criteria for Permitting at Level 5, 4, 3, or 2 - Appendix II

	LEVEL 5	LEVEL 4	LEVEL 3	LEVEL 2	LEVEL 1
Permit supplied by:-	IAAF/EA/UKA	UKA	UKA	UKA/Home Country	Guidance
<b>RULES/GOVERNANCE</b>					
	Held under IAAF/UKA Rules	Held under IAAF/UKA Rules	Held under UKA Rules	Held under UKA Rules	Held under UKA Rules
	Fixture Planning Attendance	Fixture Planning Attendance	Fixture Planning Attendance	Fixture Planning Attendance	N/A
	False Start Rule IAAF	False Start Rule IAAF/UKA	False Start UKA	False Start UKA	False Start UKA
	Risk Assessment Event	Event Risk Assessment			N/A
<b>FACILITY</b>					
	IAAF 1 or 2	IAAF 1 or 2			N/A
	A or B	A or B	A or B	A or B	A or B
	8 Lane Track	8 or 6 Lane Track	8 or 6 Lane Track	8 or 6 Lane Track	8 or 6 Lane Track
	Capacity 5,000+ minimum	Capacity 1,000+ minimum	Covered seating 250 minimum	Covered area is desirable	Covered area is desirable
	All equipment for all events	All equipment for all events	All equipment for all events	Equipment in good working order	Equipment in good working order
	Full car parking facility	Adequate adjacent parking	Adequate adjacent parking	Adequate adjacent parking	Adequate adjacent parking
	Warm Up Area	Warm Up optional	Warm Up Area optional	Warm Up Area optional	Warm Up Area optional
	PA System inc Warm Up	PA System inc Warm Up	PA System	PA System	PA System
	Risk Assessment UKA/Venue	Risk Assessment Venue	Risk Assessment Venue	Risk Assessment Venue	Risk Assessment Venue
	Shower/Changing Facility	Shower/Changing Facility	Shower/Changing Facility	Show/Changing Facility	Show/Changing Facility
	Mobile Food Vendors/Café	Mobile Vendors/Café	Optional	Optional	Optional
	Security	Security	Security if available	Security if available	Security if available
<b>INSURANCE</b>					
	Public liability venue	Public Liability venue	Public Liability venue	Public Liability venue	Public Liability venue
	UKA Insurance via affiliation	UKA Insurance via affiliation	UKA Insurance via affiliation	UKA Insurance via affiliation	UKA Insurance via affiliation
<b>MINIMUM BUDGET</b>					
	Budget £100,000	Budget £10,000	Budget £5,000	Budget £500	Budget determined by association
	Prize Money	Prize Money optional	Prize Money optional	Prize Money optional	N/A
	World/National Bonus	Optional Bonus	Optional Bonus		N/A
<b>SPONSORSHIP</b>					
	Title Sponsor	Support Sponsors	Sponsor optional	Sponsor optional	Sponsor optional
	National Partners				N/A
	Sponsor exposure	Sponsor exposure	Sponsor exposure if app	Sponsor exposure if app	Sponsor exposure if app
<b>PROMOTION</b>					
	Full Promo campaign	Promotion of event	Promotion of event	Promotion of event	Promotion of event
<b>PRE EVENT INFORMATION</b>					
	Electronic circulation of	Electronic circulation of	Electronic circulation of	Electronic circulation of	Via schools
	Full Event Synopsis	Event information	Event information	Event information	Event information
	Event programme	Event programme	Event programme	Optional programme	Optional programme
	Start List	Start List	Start List	Start List	In liaison with schools
	Timetable	Timetable	Timetable	Timetable	Via schools
	Call Up Schedule	Call Up Schedule	Call Up Schedule as appropriate		
	Directions to venue	Directions to venue	Directions to venue	Directions to venue	Via schools
<b>ATHLETES</b>					
	By invitation	By invitation/on line entry	On line entry where appropriate	On line/post entry	By Selection
	Agreed level of athlete	Agreed level of athlete	Agree level of athlete	Agreed level of athlete	Agree level of athlete
	Bibs with sponsor	Bibs with sponsor	Numbers	Numbers	Numbers
	Meal Arrangements	Pack Lunch optional	Pack Lunch Optional	Pack Lunch Optional	Pack Lunch Optional
	Anti Doping	Anti Doping if req by UKA	Anti Doping if req by UKA	Anti Doping if req by UKA	N/A
<b>MEDICAL</b>					
	Event Doctor	Event Doctor	St John/Stadium or equivalent	St John/Stadium arrange	St John/Stadium
	St John inc Ambulance/Private	St John/Stadium arrangements	St John/Stadium arrange	St John	First Aid
	Medical Room & Equip	Medical Room & Equip	Medical Room	Medical Room	Medical Room
	Physios/Masseurs	Physios/Masseurs Optional	Physios/Masseurs Optional	Physios/Masseurs Optional	Physios/Masseurs Optional

<b>TV &amp; MEDIA</b>					
	Host Broadcaster	Approval from UKA for HB	Approval from UKA for HB	Approval from UKA for HB	Approval from UKA for HB
	Live or Recorded				N/A
	Full Media Services	Media Services	Media Services Optional	Media Services Optional	Media Services Optional
	Full Photographers Services	Photographers bibs	Photographers bibs	Photographers bibs	Photographers bibs and accreditation
	Mixed Zone	Mixed Zone if required	Mixed Zone if available	Mixed Zone if available	Mixed Zone if available
	Website page	Website page	Website Optional	Website Optional	Website Optional
<b>EVENT EXPERIENCE</b>					
	Full Event Presentation				N/A
	Stadium Announcers	Stadium Announcer	Stadium Announcer	Stadium Announcer	Announcer optional
	Infield Announcers				N/A
	Video Screen				N/A
	Scoreboard				N/A
	Graphics facility				N/A
	Music & Lighting				N/A
<b>TECHNICAL</b>					
	Electronic Timing	Electronic Timing	Electronic Timing desirable	Electronic Timing desirable	Manual Timing
	EDM	EDM	EDM Optional or FEBs or Scoreboards	EDM Optional or FEBs or Scoreboards	Manual Timing
	Infield data systems				
	Comms Network	Radios	Radios Optional	Radios optional	Radios Optional
	False Start Equipment	False Start Equipment	False Start Equip Optional	False Start Equip Optional	False Start Equip Optional
<b>TECHNICAL OFFICIALS</b>					
	UKA Pass & Licence officials	UKA Licenced Officials	UKA Licenced Officials	UKA Licenced Officials	UKA Licensed Official
	National Technical Delegate	NTD if appointed	NTD if appointed OR	NTD if appointed OR	
	Competition Director	Competition Director	Competition Director OR	Competition Director OR	
	Meeting Manager	Meeting Manager	Meeting Manager	Meeting Manager	Meeting Manager
	Chief/Referees	Chief/Referees	Chief/Referees - 2 x Field, 1 x Track, 1 x Photo Finish, 1 x Starter, 1 x Chief Start Assist. 1 x Tech Man, 1 x Tkpr, 1 x Call Room (?)	GUIDELINES: Chief/Referees - 1 or 2 x Field, 1 x Track, 1 x Photo Finish?, 1 x Starter, 1 x Chief Start Assist. 1 x Tech Man, 1 x Tkpr, 1 x Call Room (?)	GUIDELINES: Chief/Referees -1 or 2 x Field, 1 x Track, 1 x Photo Finish,(?) 1 x Starter, 1 x Chief Start Assist. 1 x Tech Man, 1 x Tkpr, 1 x Call Room (?)
	Technical Meeting	Technical Meeting	Technical Meeting optional	Technical Meeting Optional	Technical Meeting Optional
	Chief/Referees briefing	Chief/Referees briefing	Chief/Referees briefing	Referees Briefing	OPTIONAL dependent on level of comp
	Timekeepers	Timekeepers	Timekeepers 12 - 16	Timekeepers 8 - 12	Timekeepers 8
	Starter	Starter	Starter 3	Starter 3	Starter 1 or 2
	Marksman	Marksman	Marksman 3	Marksman 3	Marksman 1 or 2
			Field 24	Field 24	Field 10+ helpers
			Track 12	Track 12	Track 6+ helpers
			Clerks of Course 3	Clerks of Course 3	Clerks of Course 2
			Photo Finish 4	Photo Finish 4	Photo Finish 2
			Call Room 5 Optional	Call Room 5	Call Room 2
			Sundries 12	Sundries 12	Sundries 6
	Technical Information Ctr	TIC Optional	TIC Optional	TIC Optional	TIC Optional
	Assessment/Reporting	Assessment/Reporting	Assessment/Reporting	Assessment/Reporting	Assessment/Reporting Optional
	Officials Kit	Officials Kit	Officials Kit Optional	Officials Kit Optional	Officials Kit Optional
	Record Forms on site	Record Forms on Site	Record Forms on Site	Record Forms on Site	Record Forms on Site
	Field Score Cards	Field Score Cards	Field Score Cards	Field Score Cards	Field Score Cards
	Protest Forms	Protest Forms	Protest Forms	Protest Forms	N/A
	Lane Draw	Lane Draw	Lane Draw	Lane Draw	Lane Draw
	First & Final Call Room	Call Room Optional	Call Room Optional	Optional	Optional
	Kit Carriers	Kit Carriers	Kit Carriers if available	Kit Carriers if available	Kit Carriers if available
	Officials Room	Officials Room	Officials Room	Officials Room if available	Officials Room if available
	Officials Registrtrion	Officials Registration	Officials Registration	Officials Registration	Officials Registration

<b>ANTI DOPING</b>					
	Provision of facilities	Provision of facilities	If requested	If requested	N/A
	Provision for Anti Doping Officers	Provision Anti Doping Officers	If requested	If requested	N/A
	U18 age group included	U18 age group included	If requested	If requested	N/A
<b>RESULTS</b>					
	Electronic Results/Data	Electronic Results/Data	Electronic Results/Data	Electronic Results	Manual Results
	CIS Monitor				N/A
	Website + P10	Website + P10	Website + P10	Website + P10	P10
	Results to Athletics Data	Results to Athletics Data	Results to Athletics Data	Results to Athletics Data	Results to Athletics Data
	System for TV, Graphics	As required	As required but optional	Optional	N/A
	Display facility results	Display facility results	Display facility results	Display facility results	Display facility results
<b>REFRESHMENTS/CATERING</b>					
	Provision for Athletes	Optional	Optional	Optional	N/A
	Provision for Officials/ Volunteers	Provision for Officials/ Volunteers	Provision for Officials/ Volunteers	Provision for Officials/ Volunteers	Provision for Officials/ Volunteers
	Service providers/contractors	As per contracts	Optional	Optional	N/A
<b>TRANSPORT</b>					
	International Flights				N/A
	Domestic arrivals/departs	As required	As required	As required	N/A
	Pick ups/Rail Services				N/A
<b>ACCOMMODATION</b>					
	4 to 2* hotel	As required	As required	As required	N/A
	3 nights for international				N/A
	2 nights for GB athletes				N/A
	In accordance with UKA policy				N/A
	Printed hotel meal vouchers				N/A
	Service Providers/Contractors				N/A
<b>ACCREDITATION</b>					
	Electronic Accreditation	Printed Accreditation	Accreditation Optional	Accreditation Optional	Accreditation Optional
	All categories	Relevant categories			
<b>VIP HOSPITALITY</b>					
	VIP Hospitality	VIP Hospitality Optional	VIP Hospitality Optional	VIP Hospitality Optional	VIP Hospitality Optional
<b>PRESENTATIONS</b>					
	Podium if appropriate	Podium if appropriate	Podium if appropriate	Podium if appropriate	Podium if appropriate
	Medals/Trophy	Medals/Trophy	Medals/Trophy	Medals/Trophy	Medals/Trophy
	Opening/Closing Ceremony				
<b>ADMISSION/SPECTATORS</b>					
	Spectators	Spectators	Spectators	Spectators	Spectators
	Facility for ticket purchase	Tickets Optional	Tickets Optional	Tickets Optional	Tickets Optional
	Pre & at Event	Entry by programme	Entry by programme optional	Entry by programme if applicable	Entry by programme if applicable
	Box Office availability				
	Ticket collection				

\*\* Every effort to be made by Competition Providers to improve and raise standards of event delivery following the above guidelines.  
Please note if a permit is awarded, you may have a National Technical Delegate appointed to your Event and an all area access accreditation should be granted to the NTD to aid their work.