

Officials										
All officials must be in place 1 hour before the event starts and must stay until the end of the event.										
		Time		Session 1	Session 2	Session 3	Session 1	Session 2	Session 3	
Role	Task	Start	End	Start to 11:30	11:30-13:30	13:30-finish	Start to 11:30	11:30-13:30	13:30-finish	
Arena				Club	Club	Club	Name	Name	Name	
Meet Director	Coordinate all activity	08:30	17:00	Tallaght	Tallaght	Tallaght				
Assistant	Coordinate officials & Deal with NIA issues	08:30	17:00	Lusk		Lusk				
Chief steward	Coordinate Stewards	08:30	16:30							
Front door	Prevent hot food in the arena.	08:30	16:00							
Steps to seating	Make sure spectators have wrist bands	08:30	16:00	lucan	lucan	lucan				
Between seating	Control access to the track from between seats			Fingallians	Fingallians	Fingallians				
Warm up area	Control access from warm up to the track									
Warm up entry	Ensure only athletes and coaches in warm up	08:30	15:00	lucan	lucan	lucan				
Warm up entry	Ensure only athletes and coaches in warm up	08:30	15:00	Fingallians	Fingallians	Fingallians				
Door										
Cash desk	Take entry fee & put on arm bands	08:30	15:30	Raheny	Raheny					
Cash desk	Take Sumup card reading & put on arm bands	09:30	15:30	Donore						
Cash desk	Answer queries from the public	08:30	15:30							
Check-in by Track athletes (Field eventers go to their event)										
Desk	Complete check-in sheets	08:30	10:30	Tallaght						
Desk	Complete check-in sheets	08:30	15:00	DSD	DSD	DSD	Tigist Degu	Laura O'Reilly	Valerie Shaw	
Desk	Complete check-in sheets	08:30	15:00	DSD	DSD	DSD	Lucy Murry	Lisa Kwik	Tara Kerins	
Desk	Bring complete Check-in sheets to the office	08:30	15:00	MSB	Donore					
Photo finish room										
Camera A Operator	Recording of all finishers	09:00	16:30	Lusk	Lusk	Lusk				
Camera B Operator	Recording of all finishers	09:00	16:30	Raheny	Raheny	Raheny				
Results entry	Entering results on system	09:00	16:30	Portmarnock	Portmarnock	Portmarnock				
Results entry	Entering results on system	09:00	16:30	Crusaders	Crusaders	Crusaders				
Runner 1	Bring sheets to and from the office	09:00	16:30	MSB	Clongriffin					
Runner 2	Bring sheets to and from the office	09:00	16:30	MSB	MSB	MSB				
Medals										
Admin	Present medals and file finish sheets	11:30	16:30		Tallaght	Tallaght				
Timing										
Timer 1	Hand time and time recording on paper	09:00	16:30	Celtic	Celtic	Celtic				
Timer 2	Hand time and time recording on paper	09:00	16:30	Lusk	Lusk	Lusk				
Finish line										
Chief	Coordinate Finish line	09:00	16:30	MSB	MSB	MSB				
Assistant	Athletes in their lanes and face the Photo Fin.	09:00	16:30	Liffey Valley	Liffey Valley	Liffey Valley				
Assistant	Athletes in their lanes and face the Photo Fin.	09:00	16:30	Mid Sutton	Mid Sutton	Mid Sutton				
Starts										
Chief	Coordinate starters	09:00	16:30		Blackrock					
Gun	Start races	09:00	16:30	Donore	Donore	Donore				
Assistant	Coordinate athletes on the line	09:00	16:30	DSD	DSD	DSD	Joan Shields	Joan Shields	Joan Shields	
Assistant	Organise athletes	09:00	16:30	DSD	DSD	DSD	Gary Crossan	Gary Crossan	Gary Crossan	
Track										
Track entry	Let athletes enter the track area	09:00	16:00	DSD	DSD	DSD	Helen Whelen	Emma Jane Joyce	Niamh Johansson	
Manage blocks	Lift and reset block in lane 1	09:30	12:00	Clonliffe						
Manage blocks	Lift and reset block in lane 2	09:30	12:00	Marino						
Manage blocks	Lift and reset block in lane 3	09:30	12:00	Ballymun						
Manage Hurdles	Set heights and locations of hurdles	11:00	16:00		DSD	DSD		Mary Downing	Eoin Cummins	
Manage Hurdles	Set heights and locations of hurdles	11:00	16:00		Marino	Blackrock				
Manage Hurdles	Set heights and locations of hurdles	11:00	16:00		Clongriffin	Clongriffin				
Manage Hurdles	Set heights and locations of hurdles	11:00	16:00		Clonliffe	Crusaders				
Walks										
Chief Judge	Manage red card penalties	15:00	16:30							
Judge	Judge event	15:00	16:30							
Judge	Judge event	15:00	16:30							
Long Jump Pit 1 (at finish line)										
Admin	Run competition & Record scores	09:00	15:30	Crusaders	Crusaders	Crusaders				
Tape	Measure jumps	09:00	15:30	Cabinteely	Cabinteely					
Spike	Mark in sand	09:00	15:30	Cabinteely	Cabinteely	Blackrock				
Judge	Judge toe-board	09:00	15:30	Clongriffin	Clongriffin	Clongriffin				
Rake	Rake sand	09:00	15:30		Blackrock					
Long Jump Pit 2 (Back corner)										
Admin	Run competition & Record scores	09:00	15:30	Marino						
Tape	Measure jumps	09:00	15:30	Clongriffin	Clongriffin	Clongriffin				
Spike	Mark in sand	09:00	15:30	Cabinteely		Cabinteely				
Judge	Judge toe-board	09:00	15:30	Clongriffin	Clongriffin	Clongriffin				
Rake	Rake sand	09:00	15:30	MSB	Donore					
Shot putt										
Admin	Run competition & Record scores	09:30	16:30	lusk	lusk	lusk				
Tape	Measure throws	09:30	16:30	Crusaders	MSB	celtic				
Spike	Mark attempt	09:30	16:30	Clonliffe	Clonliffe					
Judge	Judge toe-board	09:30	16:30	Rathfarnham	Crusaders	Crusaders				
Outfield	Recover shots	09:30	16:30	MSB						
Call room										
Admin	Run call room and coordinate athletes	09:00	16:00	Tallaght	Tallaght	Tallaght				
Assistant	Assist call room	09:00	16:00	Clonliffe	Clonliffe	Clonliffe				
Chaperones										
Call room	Bring athletes from call room to track	09:00	16:00	DSD	DSD	DSD		Roisin Tallon	Tara Eiffe	
Call room	Bring athletes from call room to track	09:00	16:00	Cabinteely	Crusaders	Crusaders				
Finish line	Bring athletes from the Finish line	09:00	16:00	DSD	DSD	DSD	Moir Kennedy	Joanne Deegan	Romina Gioberto	
Finish line	Bring athletes from the Finish line	09:00	16:00	Clonliffe	Crusaders	Blackrock				
Referees										
Track	Act as referee for all track events	09:00	16:30	Celtic	Celtic	Celtic				
Field	Act as referee for all field events	09:00	16:30							

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