

# MANAGERS BOOKLET



## Waka Ama Sprint Nationals

Sunday 12 - Saturday 18 January 2025

Lake Karāpiro, Cambridge



**waka ama**  
Aotearoa New Zealand

# MANAGERS' INFORMATION

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## HE MIHI

Tēnā koutou katoa,

Nau mai haere mai ki te Whakataetae Waka Ama ā-Motu 2025! Welcome to the Waka Ama Sprint Nationals 2025. This is the 35th Annual event, the first being held at Lake Karāpiro in 1990.

This booklet is designed to provide you with answers to some frequently asked questions and other information that might help paddlers, teams, clubs and coaches.

This document is **not** intended to replace the race rules but rather to complement them and provide further clarification.

If you have any further pātai, please come and see our admin team at the front desk located in the Don Rowlands Centre onsite.

## NGĀ KAIWHAKAHAERE | Key Staff

Race Director	Lara Collins
Event Manager	Aroha Lynch
Tower Chief	Marinna Millanta-Lowery
Site Manager	Jordan Fishwick
Head Course Judge	Graham Godbehere
Protest Officer	Faautu Talapusi
IT	Alex Ryder
Accounts and Admin	Debbie Sellar
Loading Bay	Tim Marshall
Head Announcer	John Herbert
Marshalling	Bim Skudder & Campbell Dewes
Registration	Carmel Barrett
On the Water Chief	Pete Barrett
Camera Crew	Steve Monk
Merchandise	Dallas Ashmore
Waka Weighing	Te Toki Voyaging Trust
Waka Rigging	Ngā Hoe Horo

## NGĀ KAIWHAKAHAERE KARAPU | Club Coordinators

Each Club should have already registered a designated coordinator. This will ensure that urgent messages, correction of entries or any other issue is dealt with urgently. It is important that Event organisers can communicate to Regions and Clubs quickly. You can have 2 co-ordinators e.g. one junior, one senior; and/or some clubs are so big they will need more than one person to share the load over the week. We will issue you with a club co-ordinators pass.

## KAITŪAO | Volunteers

We have a dedicated team of kaitūao (volunteers) for the entire week. We are very grateful for all those who have offered their time to volunteer during the week - **KA NUI TE MIHI !**

Please respect and follow their instructions at all times, and at the different areas of the event.

We kindly ask all regions to assist at the start of each day (7am) and the end of each day (3-5pm) to remove the waka from the water. Many hands make for light work, and an announcement will be made calling for your assistance each day.

## TŪNGA WAKA | Car Parking

Large vehicles will be permitted to drop off passengers and gear each morning depending on the start times for the racing. There is no parking within the race venue. All vehicles are required to access **parking through Gate 3** for \$5 per vehicle per day. **Parking on Sunday 12<sup>th</sup> Jan is free.**

### Week-long Passes

Week Parking passes are available for \$25 from the admin desk in the Don Rowlands Centre. These will speed up your parking access at all gates. Week passes must be displayed on the vehicle's dashboard for clear viewing and must include the vehicle registration number. There is provision for Motorbike Parking inside Gate 2 on the grass under the trees. (The same cost applies)

### Lower Road Access

There will be no access to the lower road every day, between half an hour before the first race call (See race schedule) and after 5 pm, excluding emergency and service vehicles.

Day	Lower road access prohibited from:	Race Starts
<b>Sunday (Day 1)</b>	7.45 am	<b>Pōwhiri starts 8.30 am</b>
<b>Monday (Day 2) &amp; Tuesday (Day 3)</b>	7.30 am	8.30 am
<b>Wednesday (Day 4) &amp; Thursday (Day 5)</b>	6.30 am	7.30 am
<b>Friday (Day 6)</b>	7.00 am	8.00 am
<b>Saturday (Day 7)</b>	8.00 am	9.00 am

## TŪNGA WAKA WHAIKAHA | Disabled Parking

Disabled car parking is located **through Gate 3**. The parking is located in the drop-off zone, and passes must be displayed at all times. Para paddlers can access Disabled parking at the Don Rowlands Centre, through Gate 2 on the days they are racing.

## WĀHI HOKO | Merchandise

The official merchandise tent is located on vendor lane.

Online orders made in December /January will be available for pick-up in the tent.

Merchandise can be ordered online via our partner's website [Pure Athletic - 2025 Waka Ama Sprint Nationals](https://www.pureathletic.co.nz).

**Merchandise will go on sale on-site at the event from Sunday 12<sup>th</sup> January at midday.**



## TOHATOHA TĒNETI A-ROHE | Regional Tent Allocation

Tent allocation sites have been marked for each region (refer to the photo image). **Regional coordinators** are to ensure that tents for their region stay within the designated area and are erected in such a way that maximises space for everyone. Please make sure you are mindful of all the clubs from your region and make space for everyone.

(End closest to the tower)

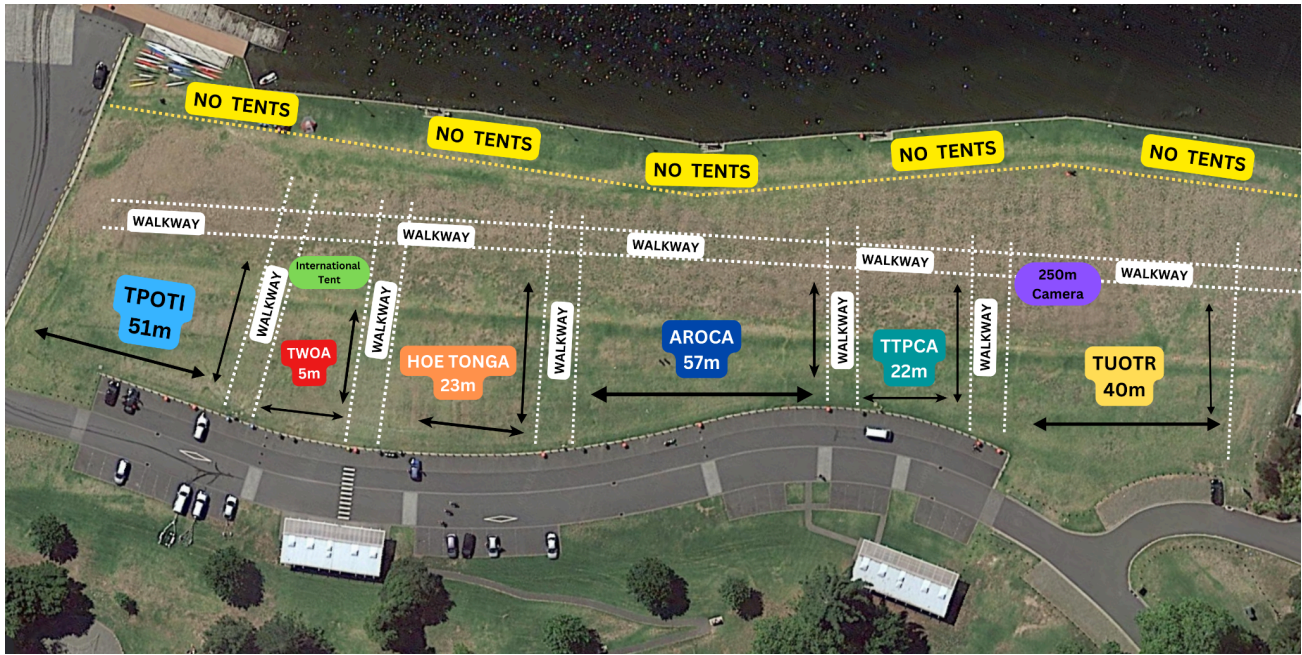
<b>TPOTI</b> 51m	<b>TWOA</b> 5m	<b>HTPWAA</b> 23m	<b>AROCA</b> 57m	<b>TTPCA</b> 22m	<b>TUOTR</b> 40m
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Here are the historic regional tent allocations for the past 5 years

<b>2024</b>	TPOTI	TUOTR	TWOA	HTPWAA	AROCA	TTPCA
<b>2023</b>	TPOTI	TTPCA	TUOTR	TWOA	HTPWAA	AROCA
<b>2021</b>	TPOTI	AROCA	TTPCA	TUOTR	TWOA	HTPWAA
<b>2020</b>	TPOTI	HTPWAA	AROCA	TTPCA	TUOTR	TWOA
<b>2019</b>	TPOTI	TWOA	HTPWAA	AROCA	TTPCA	TUOTR

Please note the areas on the event map where tents are not permitted - this includes the spectator bank walkways and 10 meters of the lake frontage.

## TOHATOHA TĒNETI A-ROHE | Regional Tent Placement



## PAPA RĒHI | Race Course

2011 saw our sport invest in a new lane system that will serve thousands of paddlers for decades to come. The course was surveyed by the same company that surveyed the 2010 Rowing World Championship course and the components have been put together by the Karāpiro Rowing Club who will also be setting our course out and packing it away.

The straight lanes are 16m wide, the turn lanes are doubled (32m wide). There are 12 straight lanes and 9 turn lanes.

## NGĀ TAE HAKI | Flag Colours

### The buoys on the finish line – Why are they small?

11 years ago when we started using the photo finish system to time races we found that we could no longer have big flags on the finish line because they interfered with the camera's view of the finish. So we moved to use little flags. This means that when you do a turns race you **must turn on the little flags** at the tower end of the course.

We put big flags on the false start line at the tower end so that you can see these from a distance to help the steerers who may not be able to see the small flags.

Remind new steerers and some older ones too...remember to say the daily mantra "Turn on the small flag, Turn on the small flag, Turn on the small flag..."

Lane 1	Pink	
Lane 2	Yellow	
Lane 3	Light Blue	
Lane 4	Red	
Lane 5	Light Green	
Lane 6	White	
Lane 7	Orange	
Lane 8	Royal Blue	
Lane 9	Dark Green	
Straight Lanes		

## NGĀ TURE RĒHI | Race Rules

Please ensure you are familiar with all the race rules. The updated race rules can be found here <https://wakaama.co.nz/pages/read/1005147>

## RAINA WHAKAOTI | Finish line

As per race rules:

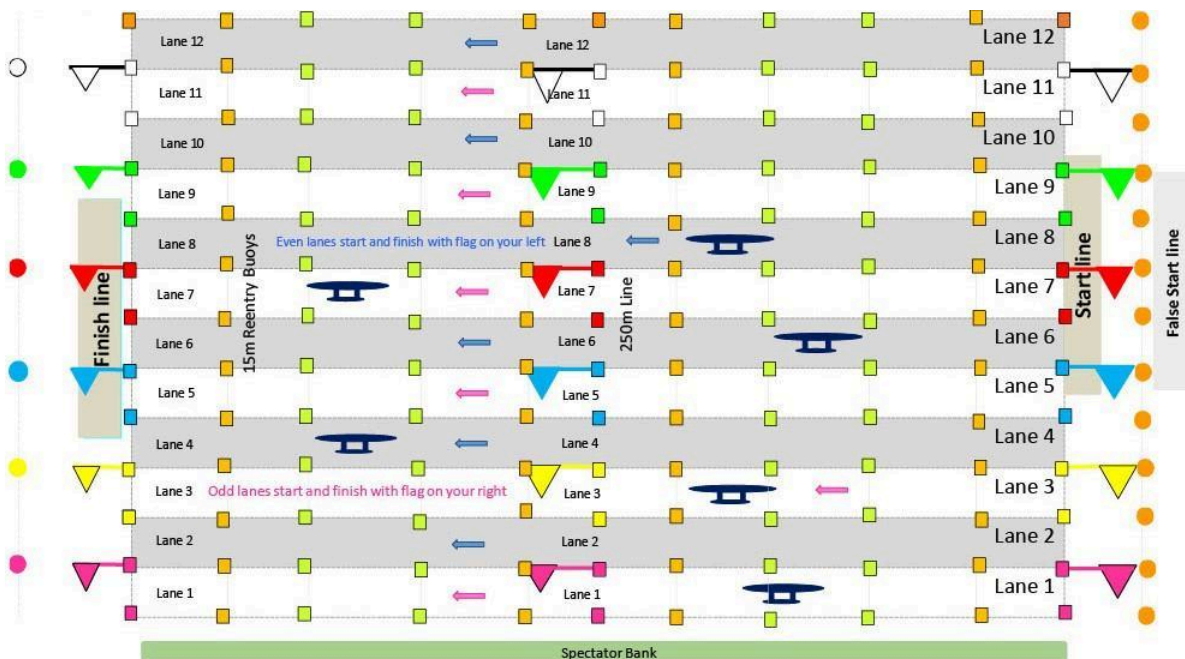
13.3 The start line and finish line shall be aligned by the markers for the innermost and outermost lane. The official start and finish lines may be moved forward or backward of the flagged line to avoid flag interference.

The Official finish line is not the line of flagged buoys. The Official finish line is the Photo Finish line which is positioned before the flagged buoy line.

The Finish lane is the small flags. The small flags are used to ensure the flags do not interfere with the view for the photo finish camera.

## NGĀ ARA | Lanes

### Straight Races from the 500m Startline



### Turn races starting from the start/finish line end



# MAHERE WHAKATAETAE - EVENT MAP



<b>GATE 1</b> W1 Drop Off Only	1 Don Rowlands Centre	8 VIP Parking	15 Waste Station
<b>GATE 2</b> Officials Vendors Media/VIP	2 Admin	9 ACC Whānau Zone	16 Gate 2 Parking
	3 Marshalling Area	10 First Aid	17 Spectator Bank
<b>GATE 3</b> General Parking Disability Parking Drop Off Zone	4 Loading Bay	11 Results Tent	18 Disability Parking
	5 Loading Bay Shade	12 Prizegiving	19 Gate 3 Parking
	6 Waka Wash Station	13 WANZ Merch Tent	20 Gate 3 Parking
	7 W1 Waka Weighing	14 Vendor Lane	



## TIKANGA MŌ TE WĀHI | Rules for the venue

### WAIPIRO KORE, AUAAHI KORE, VAPE KORE | No drinking, smoking and vaping!

Our venue is drug, alcohol, vape and smokefree. Please respect our whānau and whenua. You will be asked to leave the venue if the rules are not followed.

### KORE HE KURĪ | No dogs

Mighty River Domain is a 'DOG FREE' area. Leave your dogs at home please when attending.

### KIA MAU KI O TAONGA | Take care of your stuff

Please look after your belongings. If you are camping onsite, do not leave valuables inside tents.

The organisers of this regatta are not responsible for the campsite, or your personal belongings. If you have any issues regarding the campsite, please see the Mighty River Domain office staff.

### ME WHAKAUTE TE WĀHI | Respect the venue

Please pass on to your club members and supporters that we must respect the venue. Nobody wants to see any tagging or vandalism and we would like to leave the venue the way we found it.

### WĀHI HAUORA | First Aid

First Aid is onsite at the venue. They are located behind the Results Tent, down on the boat ramp.

### NGĀ MEA NGARO | Lost Property

If you find any lost property, please return it to Admin. If you are looking for something we are happy to make announcements for you.

### RĀPIHI ME TE HANGARUA | Rubbish and Recycling

The Mighty River Domain is continuing to work towards operating as a “Zero Waste” site.

- There will be a large **Waste “Sort yourself” Minimisation Station** set up along Vendor Lane.
- All clubs, paddlers, and spectators will sort their own waste when arriving at the Station.
- There will be large skip bins labelled for flattened cardboard and plastic bottles / cans.
- There will be large wheelie bins labelled for glass and food waste.
- There will be smaller wheelie bins labelled for general waste.
- The station will be manned each day from 8am - 5pm (or until 30 mins after the last race), by a group of Kaitūao (Volunteers), to ensure patrons use the correct bins for their waste.
- Bins will be monitored regularly and emptied by venue staff as required
- There **will not** be the capacity to remove broken umbrellas, broken chairs or gazebos, chilly bins, or other large items, so please must take these with you when leaving
- Clubs will not be issued with black rubbish bags, or individual rubbish boxes.
- Please encourage your teams to bring a **refillable drink bottle** to fill from the water stations.
- Please encourage whanau to bring a **reusable keep cup for hot/cold drinks at vendor sites**
- Recycling stations will still be set up around the venue for glass, plastic, cans and food scraps

We remind everyone as kaitiaki to reduce, recycle and reuse as much as possible at the 2025 Waka Ama Nationals and work with the Mighty River Domain operating as a “Zero Waste” site.

## **UTU Ā-HIKO | EFTPOS**

There are Eftpos facilities onsite at the Merchandise tent and Admin Desk.

## **MĪHINI MONI | ATM**

There is no ATM onsite - please use an ATM in town if you need cash out for the site.

## **WĀHI PĀTAI | Information Desk**

If you have any queries at all please come to Admin. The admin team will do their best to help you and if they don't have the answer they will try and find it from someone who does.

## **WĀHI RĒHI | Race Results**

The Results Tent is located at the bottom of the hill below the tower (lakeside) as per the site map. Results will be posted as soon as the Photo Finish and officials have processed results.

Please DO NOT remove results from the board.

## **OTINGA IPURANGI | Online Results**

If you have an IPAD or Phone with internet access, you will be able to access the online live results throughout the racing. The link is <http://liveresults.co.nz/>

## **REO IRIRANGI - IARERE 88.2FM | Radio Frequency 88.2FM**

All announcements and race commentary will be aired on a local area radio frequency. If you bring your own radio with you to the event you can tune in to 88.2FM to hear all the action!

## **KAI ORA | Healthy Kai**

As in previous years there will be no fizzy drinks or deep-fried food available onsite from our vendors.

## **INU WAI | Drinking Water**

Multiple Water stations are available onsite to refill your bottles during the week.

## **NGĀ KĀRI TAUTUHI | ID Cards**

Pre Ordered ID cards can be picked up from Admin, inside the Don Rowlands Centre by the designated Club Coordinator. Any replacement cards ordered at the event will cost \$17 each.

## **KAUA E HAERE ANA KI NGĀ WĀPU O ROWING NZ | Rowing New Zealand pontoons**

At the far end of the spectator bank is the Rowing New Zealand building where they have pontoons. These are NOT for swimming off. Please ensure you ask kids to stay away from the Rowing New Zealand pontoons. They will be asked by Rowing New Zealand to move.

## **KŌRIPO MARAMA | Bad Weather**

Should we experience unsafe conditions we will halt all racing until those conditions have passed. This is the call of the Race Director. There will be NO racing in the dark.

## NGĀ HUI KAIWHAKAHAERE | Managers' Meetings

All meetings will be held inside the Don Rowlands Centre onsite

Date	Racing Day	Racing information / Managers' meetings
Saturday 11 January	Taitamariki racing Sunday	4:00 pm
Sunday 12 January	All other Junior Grades	6:00 pm
Tuesday 14 January	W1 Racing	6:00 pm
Wednesday 15 January	J19 & Adult W6/W12 racing	6:00 pm

## WĀ TUKU TAONGA | Prize Givings

Prize Givings will take place: **Monday, Tuesday, Wednesday, Thursday, Friday & Saturday**

Prizegiving will happen lakeside at the medal dias area. Please ensure that paddlers are in their **club uniform** to accept medals.

Race rule 4.4

*To maintain the dignity and solemnity of the presentation ceremony, the competitors receiving medals shall wear their approved club uniform*

**Medal presentations will take place immediately after the last race of the day has concluded, either outside on the podium or inside the Don Rowlands Centre depending on the weather. Please stay and support medal recipients.**

## NGĀ WAKA | Waka use

The W6 waka are kindly loaned by clubs and our Waka Fleet Partner Te Wānanga o Aotearoa. Any team causing damage to any W6/W12 waka at any time during the event will incur the cost of the repairs, which will be charged to the team's club. Please respect the Waka and treat them as you would if they were your own. All contracted W6 waka are used solely for the competition. No contracted waka may be taken or used for training purposes while contracted to the event. This non-permitted use will incur a fine to the offenders' club \$200 per incident.

## NGĀ KAITAUTOKO WAKA | Waka Fleet Partner

Waka Ama NZ is excited to partner with Te Wānanga o Aotearoa as our official Waka Fleet Partner for the 2025 Waka Ama Sprint Nationals. With the support of Te Wānanga o Aotearoa, we are excited to deliver another successful event.

Te Wānanga o Aotearoa will have a site on the vendor lane at the Sprint Nationals. Head to their site to have a korero and check out all their great courses available.

For more information about their courses head to their website - <https://www.twoa.ac.nz/>



# INVASIVE SPECIES MANAGEMENT

As kaitiaki of our roto and awa, we are emphasising the importance of following the new Check Clean Dry steps for our Waka Ama whānau to ensure we do not spread the invasive clam or any other species in our lakes and rivers. For more information, please visit the [Ministry for Primary Industries website](#)

All hoe, life jackets/PFDs, clothing and footwear will need to be **Checked** and washed **Clean** of any visible debris before leaving Lake Karāpiro. On return to your whare, you will also need to follow the Clean and Dry instructions for your clothes, lifejackets, water shoes, and hats.

There will be dedicated wash stations set up for W1 and W6 waka, ama and kiato in the loading bay area - **ALL W1 waka will need to be Cleaned, and stickered BEFORE leaving the loading bay**. Please do your part, follow the instructions of the Kaitūao, and wait patiently for your turn.

## PICK UP / COLLECTION OF W1 WAKA - Wednesday and Thursday, end of day

To clear the area, and monitor the waka washing, we please ask that **ALL W1 waka** finished with on Wednesday are Checked, washed Clean, and **removed from the Loading Bay at the end of the day**. Access will be granted from 3pm. After the Regional W1 250m Dash on Thursday, we ask again please for **ALL W1 waka** to be Checked, washed Clean, and **removed from the Loading Bay**. Access will be from 3pm.



*As kaitiaki of our roto and awa we are emphasising the importance of following the new Check Clean Dry steps for our Waka Ama whānau to ensure we do not spread the invasive clam or any other species in our lakes and rivers.*

**When you move gear or waka from one river or lake to another:**

### CHECK - for what is visible

- CHECK and flick off any visible matter like weed, mud or adult clams at the site.



### CLEAN - for what is not visible

- Blast your waka inside and out with tap water, including the ama and kiato, beside the waterway or at home – NOT into a stormwater drain.
- Be sure to wash out any nooks and crevices.
- Then drain it, including removing the bungs.
- Use one of the treatments (below) for absorbent materials that have been in the river or lake water and can stay wet longer - lifejackets, canvas sprayskirts, removable seats, dry bags, booties, straps/ratchets and ropes.

#### CLEANING OPTIONS:

1. Soak in hot tap water (50-55°C) for at least 5 minutes; OR
2. Soak in 5% bleach solution (5-litre mix = 250ml bleach in 4.75L of water) for an hour; OR
3. Freeze until solid (overnight)

### DRY - to be sure

- DRY areas inside the waka where water has pooled with an old towel.
- Ensure all gear is completely dry to touch inside and out.
- Leave waka and gear completely dry for 2 days.



[CLICK HERE FOR MORE INFORMATION](#)

### IMPORTANT – PLEASE SHARE THIS INFORMATION WITH ALL W1 PADDLERS AND MANAGERS

#### Waka Drop off

- **4 - 7 pm - Tuesday, January 14th** - there will be access for W1 paddlers to head out on the race course after prizegiving
- **6 - 7 am - Wednesday, January 15th** - there will be **NO** access for W1 paddlers to head out on the race course
- **W1 must only be dropped off at the allocated times above**
- Drop off access is via Gate 1 and exit via Gate 2
- Space will be marked out for each region - check with your regional coordinator
- Your W1 is your responsibility.
- Bring your bungs for your waka and look after them.
- A limited supply of number holders will be onsite and can be purchased from the admin building for \$5 each. Please bring your own duct tape.
- Number Holders can be ordered online - <https://waka-ama-nz-shop.myshopify.com/>
- There will be access to the race course for W1s after the prizegiving on Tuesday 14th – **there will be no lake access on Wednesday morning.**

#### Pre Race

- W1 Waka must all weigh a minimum of 14kgs (fully rigged)
- We will not be weighing all W1 Waka before the racing - **It is your responsibility to ensure that your waka weighs 14kg when you race.**
- We will have the scales set up during drop off and before racing and you are welcome to weigh your waka yourself on our official scales to check its weight
- You are responsible for ensuring your waka has weights in it when you race if it needs weighing up
- There is no restriction to the amount or type of W1 that can be used for this event.
- Hull, Ama and Kiato will be weighed and must weigh a minimum of 14kgs

#### W1 Weighing Process - post race

- The first 3 Waka in each race will be weighed by dedicated Kaitūao when they come off the water at the end of their race
- The dedicated Kaitūao will let paddlers know as they arrive back into the loading bay if they need to be weighed
- If any of these Waka weigh less than 14kg this will be noted and the Regional W1 coordinator for that paddler will be called for
- The Waka will be reweighed and verified by regional coordinator - if the waka is less than 14kg they will be disqualified and the results will be updated to reflect the disqualification
- Weighing for the first three across the line will be done for all races from Heats to Finals.

On W1 day, the loading bay bank will be marked out for each region. Regional coordinators are expected to monitor this space and ensure access ways are not blocked. Paddlers are responsible for storing W1 in allocated spaces without causing damage to any other waka.

#### **PICK UP / COLLECTION OF W1 WAKA - Wednesday and Thursday, end of day**

As above, ALL W1 waka finished with on Wednesday are to be Checked, Cleaned, and **removed from the Loading Bay**. Access will be from 3pm. After the Regional W1 250m Dash on Thursday, the rest of the W1 waka are to be Checked, Cleaned, and **removed from the Loading Bay**.

## NGĀ W1 KAIWHAHAERE Ā-ROHE | W1 Regional Coordinators

Each region is required to appoint 6 people to manage the area allocated to your region for W1 waka in the loading bay. These people will be "**Regional W1 Co-ordinators**"

Each region will be allocated 6 coloured vests (1 colour per region), printed with the region's name.

These people are to manage the W1s for your region on the W1 day (Wednesday 17<sup>th</sup>). It is recommended you have a small supply of duct tape for number holders, spare bungs, etc.

No one else, except paddlers, preparing for their race and officials, will be permitted in the loading bay area.

- These people will be the ones who help carry waka if it is needed,
- To find waka if needed,
- To make sure waka are kept in an orderly fashion on the grass
- To coordinate your regions W1 management
- To assist with post-race W1 weighing requirements

Regions can tag out people, schedule people for blocks of time, but there is only to be 6 (total) from your region at any one time.

It is very important that your area is managed, so that canoes are not used when they shouldn't be, and that we ensure we get the fastest turnover of races possible.

We have 100+ races to get through on W1 day. It is only possible if everyone is on the same page.

## TUKANGA W6 | W6 Process

As we continue to work on our procedures one area that is improving is the W6 registering, weighing and care of the waka. This year your waka will be checked in and all four parts, waka, ama and two kiato will be numbered so that they can be brought together at the end. The towing party will sign the forms for delivery which will ensure prompt payment for towing costs.

Weights will be added to the waka to ensure that all waka are within 5kg of each other. Last year we achieved this target within 1kg, and we will attempt to do so again this year.

In a similar process to the check-in: the checkout will be signing off the form after damage checks, then signing off that all has been returned with any notes of interest.

### **PICK UP / COLLECTION OF W6 WAKA - Saturday**

At the conclusion of the racing on Saturday, 2 high pressure water stations will be set up in the loading bay area for waka washing. ALL W6 are to be Checked, Cleaned, signed out and **removed from Loading Bay**. Waka washing will commence immediately after it's last race, so waka will be available to collect from 1pm.

## NGĀ TAONGA KARAPU | Club Trophies

The Trophies were carved by Matahi Whakataka-Brightwell who has been instrumental in the re-birth and growth of the sport of Waka Ama in Aotearoa.

### Waka Ama Sprint Nationals Club Points Trophy

The first is a trophy that recognises club paddling excellence and achievement throughout the week. Points will be accumulated throughout the week from all finals and the club with the most points at the end of the week will be awarded this honour.

In 2024 the trophy was again awarded to **Horouta Waka Hoe** who topped the club points for the 12th time in 13 years.



### Ace Cuthers Memorial Club Spirit Award

The second trophy was carved and named in honour of Ace Cuthers who we sadly lost in 2010. It is the “Ace Cuthers Memorial Club Spirit Award”. It will be chosen by the Volunteers and Officials at the event. They will take into consideration the actions of the club throughout the week and their performance on and off the water. The club that optimises the values of waka ama.

The winning club in 2024 was **Te Pou Herenga Waka**. As a club they embodied the values of Waka Ama throughout the event - Manaakitanga, Whanaungatanga, Hauora, Tū Tangata. A true reflection of all working together as one.

**Both trophies will be on display all week in the Don Rowlands Centre and will be awarded at the final medal presentation on Saturday 18th January.**

The Club Excellence Trophy will be awarded on points accumulated over race finals throughout the week as follows;

- 1st - 8 Points
- 2nd - 7 Points
- 3rd - 6 Points
- 4th - 5 Points
- 5th - 4 Points
- 6th - 3 Points
- 7th - 2 Points
- 8th - 1 Point

W1 finals will accumulate points in the same way as above. Points will be attributed to the paddlers club (that they are paddling with). Where 2 clubs have combined to form a W12 – points will be shared.

DQs do not count for points. Club points will be available online. We aim to provide these at the end of each day.



### REPLACEMENT PADDLERS

As per the race rules, paddlers may only be removed and replaced after the heat of an event by producing a medical certificate from a registered medical practitioner or the medical first aid on site. This confirms that the paddler has been examined, and had a legitimate medical reason for not being able to paddle at that particular event and time. Replacement paddlers will need to be actioned at the admin desk onsite.

### COVID-19

We understand that COVID-19 may still impact some paddlers and teams. Therefore, should a paddler test positive for COVID-19, they are not required to produce a medical certificate. They may simply send a photo of their positive test to their club coordinator, who must then come to the admin onsite and replace them with an eligible paddler from their club roster. Should the Club have to add a new paddler to their roster to replace the paddler, the late fee for this paddler will be waived. Entry fee and ID card costs will apply as required.

The paddler who tested positive for COVID-19 will not be eligible to race in any further events at the 2025 Waka Ama Sprint Nationals. The paddler must take all COVID precautions as required and isolate offsite in line with Ministry of Health rules.

### ANNOUNCEMENTS

Race Announcers will call for teams 3 times.

**First Call** - Teams should be getting ready

**Second Call** – Teams should be making their way to the Marshalling Area

**Third and Final Call** – Teams should be at Marshalling waiting to go inside.

**Please** ensure you are aware of the races that are being called. If you think you missed a call, go and ask an official. Better for paddlers to be too early to the marshalling tent, than too late!

If you have any announcements you would like called out over the loudspeaker system, please go to the Admin Desk, which will pass the message on to the Announcements team.

### MARSHALLING

**At Marshalling Paddlers must:**

- Have their ID cards
- Be in the correct uniform

You will be asked to line up in your teams for each specific race and then when the entire team is present, each team will be called to scan their ID cards and proceed to Loading Bay.

Paddlers may wear their outer clothing tops, life jackets or jumpers, but must show they are in the correct uniform by removing them for inspection only.

You will be unable to proceed if you do not have an ID card - taitamariki steerers do not need ID Cards.

### WAKA RIGGING

- W12 are rigged at 1400mm (between each Gunnel)
- W6 are rigged at 1750mm

## TAITAMARIKI STEERERS

We will have an ID card at Registration that will be labelled “Competent Steerer”. The Competent Steerer card must be swiped for them to pass through Marshalling.

The Marshalling tent staff will have this card with them.

Competent Steerers will be issued with a Hi Viz Vest to be worn on the water.

**Please remember that the purpose of having a steerer for your Taitamariki is to help them line up and go straight (in all conditions). Make sure whoever you charge with that responsibility is up to the task.**

## LOADING BAY

### MANAGERS AND COACHES IN THE LOADING BAY

**ONLY Taitamariki and Intermediate** crews can have **ONE** manager/adult go through marshalling with them. This person must be acknowledged by the registration desk.

If you have a competent steerer for a Taitamariki crew and it is a different person to the Manager/Coach, that is fine, both can go through, but the steerer must have the “Competent Steerer” ID card swiped.

### LOADING BAY PROCESS

- Once the paddler has gone through marshalling, the paddler cannot go out again until they have completed their race.
- There are port-a-loos provided in the loading bay area.
- Paddlers must know their race number and lane and follow directions such as:
  - Move and wait behind the Loading Bay whare, or
  - Move and wait at the back of the Loading Bay whare, or
  - Move to the front of the whare.
- Officials will check paddlers at the front of the whare to ensure you are in the right lane.
- The Loading Bay volunteers will inform the paddlers when it is their team's turn to load out.
- The higher lane numbers load out first (as they have the furthest distance to paddle to the correct start position).
- For turning races, teams are expected to wait in line for their start. Teams that choose to practice or hover near the dam will not hold up races. Starters will continue races even if teams have not lined up.
- Please be careful on the pontoons. They are slippery when wet.
- Please be careful loading W12 waka also.
- Do not take valuables down to the Loading Bay. There is no one charged with watching your stuff while you are racing.
- On finishing races, paddlers are expected to continue paddling through the waiting canoes. Do not stop at the finish line and dawdle, you will be in the way for the next race start and cause annoyance.
- On return to the pontoons follow the directions of the Loading officials and smartly return your canoe.
- When it is safe to offload your canoe do so smartly and leave the pontoon and Loading Bay area immediately.
- Camaraderie and accolades (Hi-5s, hugs etc) can be done with fellow competitors and managers away from the Loading Bay whare.
- Please proceed along the front of the main grandstand, remembering to dunk your hoe (and PFD / clothing if required) in the bins provided to exit via the security gate.

# RACING

## RACE STARTS

### 14 Start

- 14.1 Competitors must be present at the start line for their race as shown on the programme. Starting signals shall be given regardless of absentees.
- 14.2 Start helpers and holders may be used. They may be by mechanical means or pontoons (set back twenty metres from the start line) unless otherwise notified by the Organising Committee. Unless start helpers or holders are used, no assistance shall be rendered. Official boats shall not assist, except in case of an emergency such as a capsize or where officials consider that Taitamariki and intermediate paddlers may get into trouble if no assistance is rendered.
- 14.3 The start shall be controlled by the starter(s). There shall be an aligner, located on the side of the racecourse, and the flag holder, located in a boat in the middle of the course approximately 60 metres in front of the start line.
- 14.4 The order of the start is as follows:
  - a. Raising of the white flag indicates the race is in the aligner's control and competitors should move up to the false start line
  - b. Raising of the red flag by the starter indicates to paddlers that they must head to the start, stop, hold and align
  - c. Raising of the green flag by the starter indicates the start of the race.
- 14.5 If the starter raises a black flag during the starting procedure, this indicates that an infraction exists and the bow of at least one canoe is across the start line. Competitors will be given the opportunity to line up correctly. If, after a reasonable time, the infraction has not been corrected (in which case the black flag will still be raised), the race will be started, by the raising of the green flag, resulting in the disqualification of those canoes that were infringing at the time the green flag was raised. If conditions do not permit the starter to align on the marked start line, competitors shall be informed before each race.

If the bow of a waka is across the start line at the raising of the green flag (While the Black flag is raised) this shall result in disqualification
- 14.6 Not following starter orders will result in disqualification.
- 14.7 [repealed]
- 14.8 Should a re-start be called, competitors are to return to the false start line and follow the starter's instructions.

## START RULE EXPLANATION

Every race will approach the false start line and start line the same.

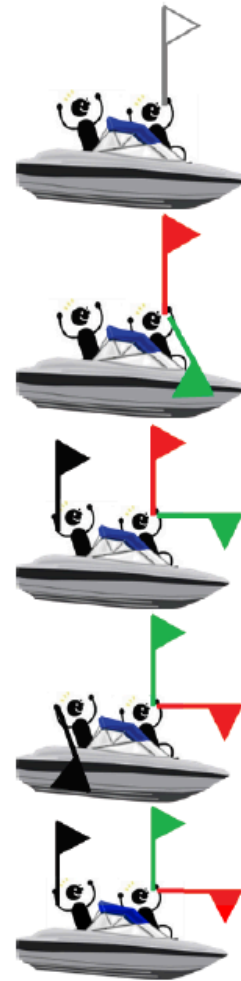
The **WHITE FLAG** will be used to signal to the Waka they are to proceed to the false start line.

Once the Waka are aligned on the false start line the **RED FLAG** will be raised to proceed to the start line.

If during this time at least the bow of one waka is over the start line – the **BLACK FLAG** will be raised. (This allows for waka to correct themselves if they find they are over the start line).

If the waka are corrected the **BLACK FLAG** will be lowered and the **GREEN FLAG** will start the race.

If after a reasonable amount of time the waka have not been corrected the **BLACK FLAG** will remain raised and the **GREEN FLAG** will then start the race.



- If the **BLACK FLAG** is lowered when the **GREEN FLAG** is raised - *No teams will be disqualified for START LINE FAULTS*
- If the **BLACK FLAG** is raised and then remains risen as the race starts – *There will be at least one team disqualified for a START LINE FAULT*

**Preparation for starts is key. Small factors can make a huge difference, such as:**

- Ensuring your crew can distinguish the false start line from the start line
- Watching a few races start before your own (particularly the Steerer)
- Taking into consideration conditions on the day and how this will affect the start
- The Steerer assessing what impact the wind is having on the waka before reaching the false start line to determine the angle of their approach

## RACE START PROCEDURES

START INSTRUCTIONS:

**WHITE FLAG** – MOVE UP TO THE FALSE START LINE AND **HOLD**

**RED FLAG** – MOVE UP TO THE START LINE AND **STOP**

**GREEN FLAG** – RACE STARTS

**NOTE:** THESE ARE FLAGS, NOT VERBAL INSTRUCTIONS

## URNS

From the Waka Ama NZ race rules:

15 Turns

- 15.1 In any race involving turns the canoe must turn counter-clockwise around the flag. During a turn, the canoe shall not run over the flag.
- 15.2 Competitors may start or finish with the flag on any side so long as the outrigger canoe is within the designated lane.
- 15.3 A turn shall be completed within the designated lane.

## TAITAMARIKI RACING

### Steerers

Because we are using Moana Nui, Mahi Mahi Waka we cannot have an adult sit on the back of the Waka. The Adult/Competent steerer must sit in seat 6. During the race, the adult steerer can only rudder steer to give the waka direction. They cannot paddle steer, hang out or give the canoe any forward momentum.

From the Waka Ama NZ race rules:

21.11 Steerers for Taitamariki crews:

- a. A competent steerer may rudder steer a Taitamariki crew by replacing the Taitamariki steerer. He/she may rudder steer only.
- b. A W12 may have two (2) competent steerers (who replace the respective Taitamariki steerers). They may rudder steer only.
- c. Adult/competent Steerers who steer for Taitamariki teams will be provided with a HI Viz Vest that must be worn throughout the race. This will identify them to the course judges.
- d. Rudder steering is defined as follows. The paddle shall be in contact with the hull and no forward motion is to be generated by the steerer's paddle.

Please ensure that the adult/competent steerers with your rangatahi are competent and can steer the Waka to the start line. The Waka is very difficult to steer without momentum especially if it is windy.

**For Taitamariki and Intermediate racing 10 sec time penalties will be given for racing infringements during the heats instead of DQs as per Rule 29.7.**

**Last year we had a lot of Taitamariki / Intermediate teams applied time penalties or DQ'd due to the competent steerer paddling - please remind all competent steerers to RUDDER ONLY.**

## **TAITAMARIKI AND INTERMEDIATE W1 SUPPORT PADDLERS**

**Important:** Please ensure you **DO NOT** cross the fluorescent Orange 15M buoy line before the finish line.

From the Waka Ama NZ race rules:

16.3 Support paddlers in W1 may follow or paddle alongside (not lead) Taitamariki or Intermediate crews or paddlers (straight races only) who do not already have an adult or competent steerer as per rule 21.11a.

Support paddlers following or paddling alongside Taitamariki or Intermediate crews or paddlers, shall not cross the 15m buoyed line from the finish line before the end of the race, otherwise the respective club shall be fined (the amount of which is to be determined by the organising committee). The end of the race will be when the last crew or paddler crosses the finish line.

The fine will be \$100.00.

## **SAFETY**

Please ensure the following crews are all wearing their flotation device.

From the Waka Ama NZ race rules:

21.8 Flotation devices: Flotation devices: **All Taitamariki and Intermediate** competitors must wear Maritime New Zealand (MNZ) approved non-inflatable flotation devices regardless of swimming ability

Please ensure you have enough for all your crews, we will not hold up racing to wait for Life Jackets and paddles.

## **TEAM UNIFORMS**




From the Waka Ama NZ [2023 updated race rules](#) (race rule 11:

11 Club uniforms

11.2 Any display of alcohol, drug or tobacco product advertising on racing uniforms is prohibited.

11.4 Racing uniforms must be worn in every race during the competition.

11.5 All paddlers in any one team shall wear the same uniform (tops). Uniform tops will be defined by three categories:

Category	Example of the category cut
<p><b>Category one:</b></p> <p>Singlet (<i>any cut of singlet as long as artwork and, colour and design are the same</i>)</p>	 <p>Paddlers can wear either singlet in one team as long as the artwork and, colour and design are the same</p>
<p><b>Category two:</b></p> <p>Short Sleeve (<i>any cut of Short Sleeve as long as artwork and, colour and design are the same</i>)</p>	
<p><b>Category three:</b></p> <p>Long Sleeve (<i>any cut of Long Sleeve as long as artwork and, colour and design are the same</i>)</p>	

All Paddlers in a team must all be wearing the same category of top -with the exception of rule 11.6

- 11.6 All paddlers in any one team shall wear the same uniform (Tops) in all but the following two race categories:
- In mixed W6 events any differences in uniform may only be between the male and female paddlers.
  - In W12 events two sets (Set = 6) of uniform may be used if the W12 team represents a combination of two W6 teams
- 11.7 Appropriate additional items of uniform may be worn in line with weather conditions
- 11.8 To maintain the dignity and solemnity of the presentation ceremony, the competitors receiving medals shall wear their approved club uniform.

11.9 At a National Championship, W1 paddlers shall wear a club or region racing uniform.

- Teams must wear their Club Uniform
- Paddlers can wear caps or sunglasses without the entire crew needing to wear them.
- Uniforms must be worn when entering the marshalling area and remain on until the completion of the race.
- As per the race rules, **BOTTOMS do not have to be uniform for W6 and W12 team**

## **REGIONAL W12 DASH & W1 DASH - Thursday January 16th**

### **Regional Representative W12 Race**

This is an official medal race on the Friday of Nationals

- 1 x Men's W12 race
- 1 x Women's W12 race
- Each region can enter 1 team each. Total 6 teams in each race
- The team can be made up of any age paddlers (J16 upwards) from that region. The region can choose how the paddlers are selected from the region to form the fastest W12 crew that the region can muster.
- Medals **will be** awarded for this event

### **The W1 Dash**

This is an official race - This year being held on **Thursday**

- Open category and J19 category (Men and Women)
- Each region can enter 2 paddlers in each category
- 12 paddlers compete in one race.
- Straight final
- Medals **will be** awarded for this event

## **DISQUALIFICATIONS**

If a Team or W1 paddler is Disqualified (DQ'd) they have 15 minutes to protest this DQ from the time the result was posted on the results board.

There is a protest form at the back of this booklet for you to use should you require one see Appendix A. The protest procedure extracted from the Waka Ama NZ race rules:

### **30 Protests**

- 30.1 Protests made during the competition must be addressed to the Head Course Judge in writing no longer than fifteen (15) minutes after the particular race has finished or in the case of disqualification, no longer than fifteen (15) minutes after the official posting of the disqualification.
- 30.2 All protests shall be accompanied by a fee that will be set by the Organising Committee. The fee is only refundable if the protest is upheld.
- 30.3 The Head Course Judge shall notify all parties directly involved in the protest.
- 30.4 Procedure on receiving a protest:
  - a. If three [3] or more official stations call a disqualification, the protest shall be disallowed by the Head Course Judge.



- b. If two [2] official stations call a disqualification, the Head Course Judge may consult with the Protest Committee. The Head Course Judge shall make the final decision.
- c. If only one [1] official station calls a disqualification, the Head Course Judge shall call a meeting of the Protest committee. The Protest Committee shall make the final decision.

30.5 The Head Course Judge shall inform all involved parties of the final decision.

**The Protest Committee at this national event shall be formed from the following people:**

Tim Marshall, Lara Collins, Zalene Douglas, Ngaire Pehi, Turanga Barclay-Kerr, Olliver Smith  
(Others may be added as needed)

Any 3 of the above people will make up a protest committee\*.

The Appeals Committee will consist of 3 of the above people who were not involved on the protest committee for the original protest.

Note: None of the above people shall be on a protest or appeals committee if they have a conflict with the protest at hand.

\*others may be co-opted onto the committee if required

**Query a DQ?**

If you wish to Query a DQ to find out why the DQ was called or how many stations called it etc, see the protest process below.

Video Footage, if available, will be reviewed by the Head Course Judge and or Race Officials only.

**PROTEST PROCESS**

- If you wish to protest, you must go to the Admin Building to the Protest Desk and request a protest form. You must be absolutely sure your protest is necessary, and your reasons are valid.
- Only the Club coordinator can lodge a protest.
- No-one else will be allowed to lodge the protest, i.e. paddler, parent, etc.
- The protest form is to be completed in full.
- The protest form must be submitted in writing no longer than **15 minutes** after the result was posted on the Results Board.
- The cost of lodging a protest is \$100.00. This must be paid with the protest form at the admin desk.
- The Protest is actioned, and data is gathered about the protest.
- The data is provided to the Head Course Judge who checks it against video footage, and detailed information is provided by the necessary officials.
- The Head Course Judge will then make the decision based on the facts and evidence presented.

- The response is provided back to the Club coordinator.
- If the protest is upheld, the fee is refunded, and the necessary action is taken.
- If the protest is declined, the results remain the same.
- The protest is signed off and filed.

## **APPEAL PROCESS**

- Appeals must be lodged within **15 minutes** of the Protest process being completed.
- The Appeal form is to be completed in full. You must have a valid reason to pursue an appeal.
- The cost of an appeal is \$200.00. This must be paid with the Appeal Form.
- The appeal is actioned, and the Head Course Judge is advised.
- The Head Course Judge meets with the Appeals Committee and any other relevant Officials to go over the evidence.
- The decision is made by the Appeals Committee.
- The response is provided back to the Club coordinator/Manager.
- If the Appeal is upheld, the fee is refunded, and the necessary action is taken.
- If the Appeal is declined, the infringement stands.
- The Appeal is signed off and filed.

## **Protest Queries**

- If you wish to query a DQ, you may do so.
- You may ask 1 or 2 questions on the DQ. (Every effort will be made to provide valid reasons for the DQ)
- If you do not find the answer suitable, you will be asked to lodge a protest.

## **Protest checklist**

- Check the results. Has the team been DQ'd?
- The Club Coordinator can lodge an initial query.
- If there is a DQ, is the reason supplied on the results sheet enough?
- Have you checked the rules?
- Do you have a valid reason after checking the rules?
- Are you still within the timeframe to lodge a protest?
- Have you checked with the Club Coordinator?

## EVENT PENALTIES

<b>Non permitted use of waka</b>	\$200 per incident
<b>Damage to W6 /W12</b>	\$cost of repairs
<b>Team additions/withdrawals after 15th Dec</b>	\$50 (per team)
<b>ID Card orders after 5th Jan</b>	\$17
<b>Team /Individual withdrawals after 5th Jan</b>	Full entry fee plus \$50 Penalty fee
<b>New Paddler registration after 5th Jan</b>	\$50 (per paddler)
<b>Protests (per incident)</b>	\$100 (refunded if protest upheld)
<b>Fines (Support W1 paddler crossing finish line)</b>	\$100
<b>Appeals (per incident)</b>	\$200 (refunded if protest upheld)

### Final checklist before entering marshalling & loading bay

✓	<b>Glasses</b>	Optional / Individual
✓	<b>Caps or Visors</b>	Optional / Individual
✓	<b>Paddling top</b> <ul style="list-style-type: none"> <li>• all the same category</li> <li>• includes colour, style and printing</li> </ul>	Mandatory / Full Crew
✓	<b>Thermal top</b>	Optional / Individual
✓	<b>Stay seated on the waka</b> <ul style="list-style-type: none"> <li>• at all times</li> <li>• minimum of one buttock on the seat throughout the race</li> </ul>	Mandatory / Full Crew

## EVENT SCHEDULE

Please note ALL on-site Manager's meetings will be held inside the Don Rowlands Centre.

The race schedule and lane draw are available on the Event website [Sprint Nationals 2025](#)  
And will also be on [www.liveresults.co.nz](http://www.liveresults.co.nz) during the event.

Date	Racing Day	Racing information and Managers meetings
Friday 10 January 2025	0	12pm onwards - W6 Club Waka drop off (Hire agreements to be signed)
Saturday 11 January 2025	0	2pm - Admin Desk (onsite) Opens 4pm - Race briefing for Taitamariki team managers
Sunday 12 January 2025	DAY 1	8.30am Pōwhiri (meet in Don Rowlands car park) Taitamariki racing 6pm - Race briefing for Int/J16 Managers
Monday 13 January 2025	DAY 2	Taitamariki / Intermediate / J16 racing Taitamariki Prizegiving
Tuesday 14 January 2025 (W1 Drop off – 4pm - 7pm)	DAY 3	Intermediate / J16 racing Junior Prizegiving 6pm - Race Briefing for W1 Managers
Wednesday 15 January 2025 (W1 Drop off – 6am - 7am) (Wash down and Pick up of W1 waka from 3pm)	DAY 4	W1 racing W1 Prizegiving 6pm - Race briefing for J19 / Adult Managers
Thursday 16 January 2025 (Wash down and Pick up of ALL W1 waka from 3pm)	DAY 5	J19 / Adult racing Regional W12 and W1 races Prizegiving
Friday 17 January 2025	DAY 6	J19 / Adult racing Corporate Challenge Prizegiving
Saturday 18 January 2025	DAY 7	J19 / Adult racing - FINALS Prizegiving

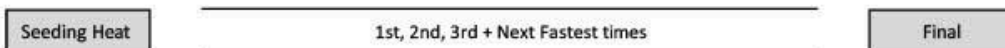
# Progression Charts



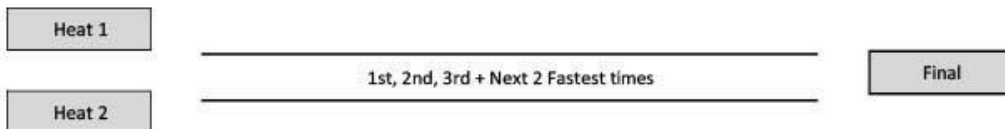
## Waka Ama Sprint Nationals Progressions 2025

### W6 Turns / W12 (8 lanes, Seeding Heat)

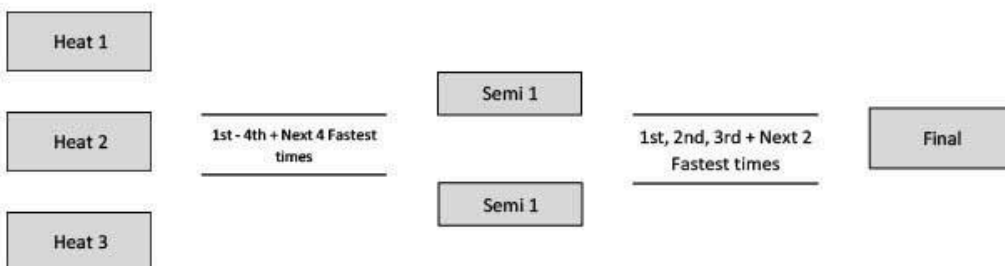
#### 1 Heat (3-8 teams)



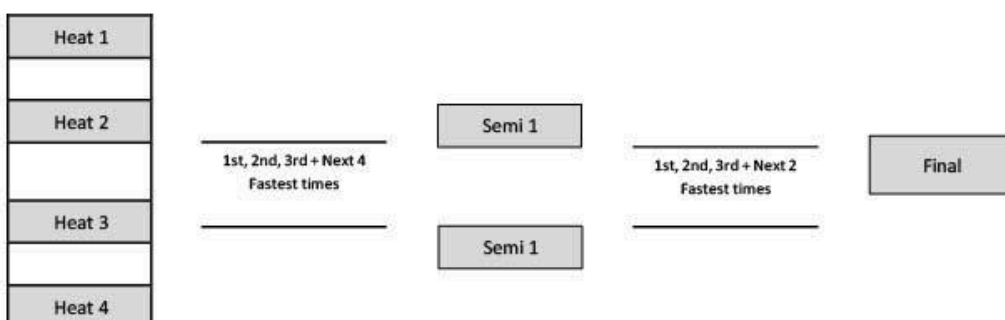
#### 2 Heats (9-16 teams)



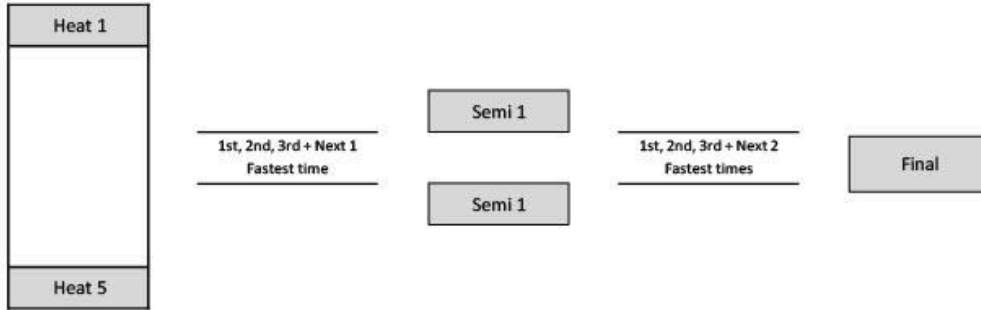
#### 3 Heats (17-24 teams)



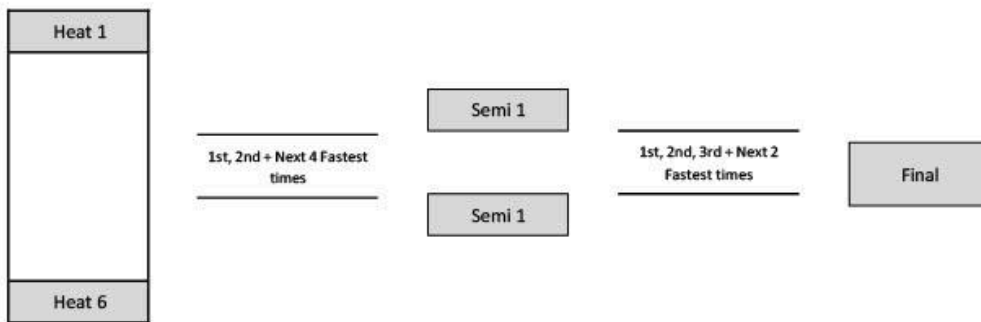
#### 4 Heats (25-32 teams)



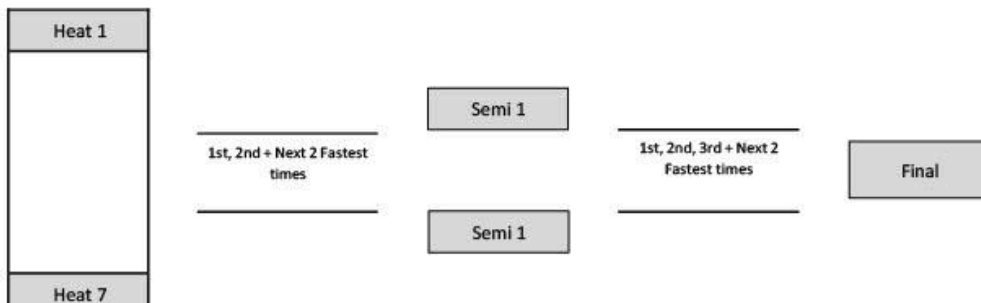
**5 Heats (33-40 teams)**



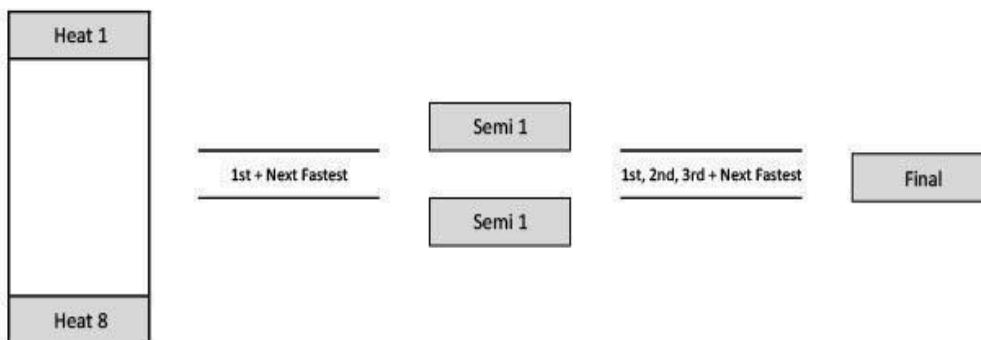
**6 Heats (41-48 teams)**



**7 Heats (49-56 teams)**



**8 Heats (57-64 teams)**





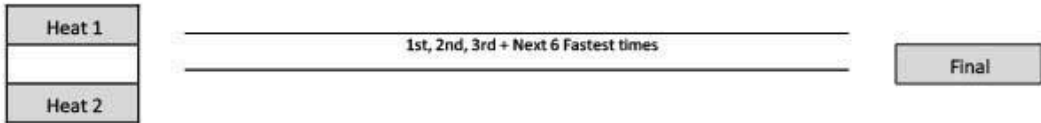
# Waka Ama Sprint Nationals Progressions 2025

## W6 & W1 Straight (12 lanes, seeding heat)

### 1 Heat (1 - 12 teams)



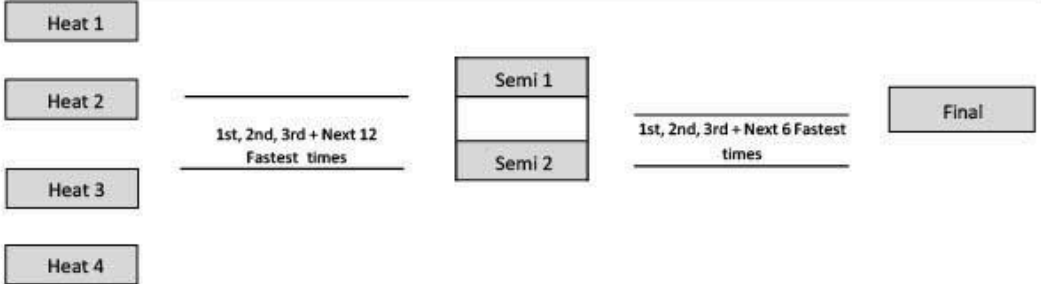
### 2 Heats (13 - 24 teams)



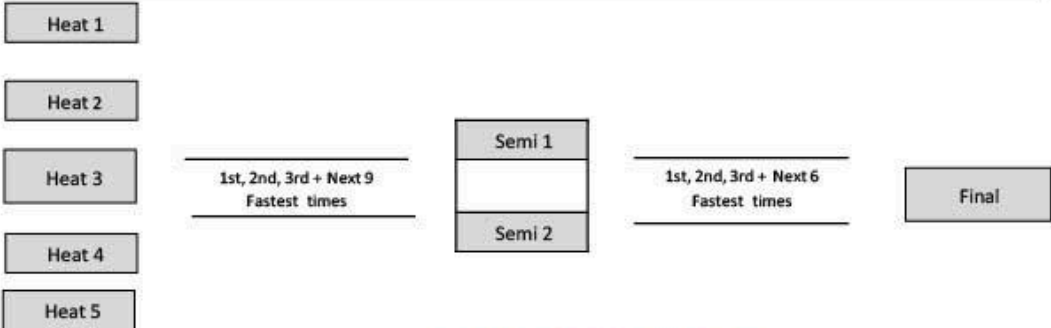
### 3 Heats (25 - 36 teams)



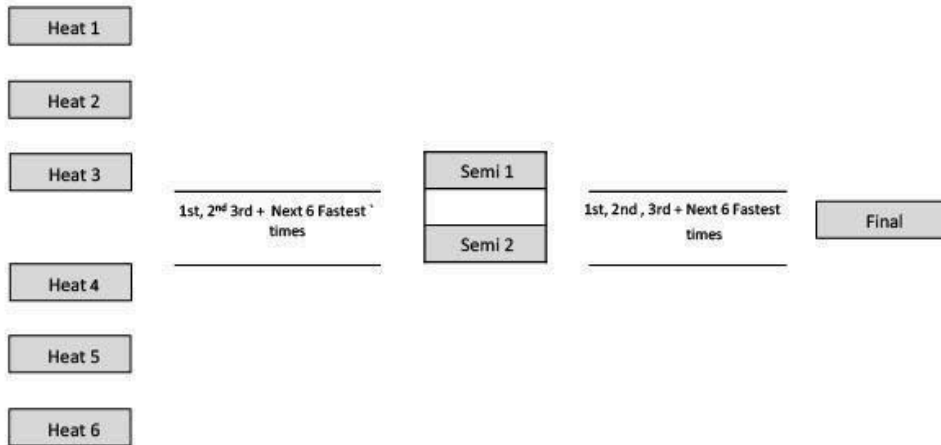
### 4 Heats (37 - 48 teams)



### 5 Heats (49 - 60 teams)

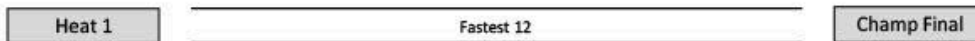


**6 Heats (61 – 72 teams)**

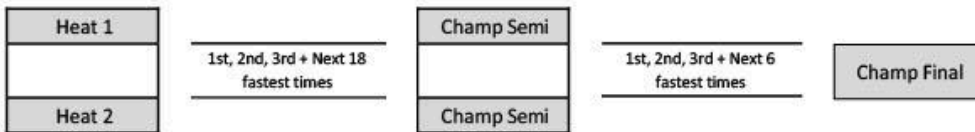


**Taitamariki W6 (12 lanes, seeding heat)**

**1 Heat (1-12 teams)**



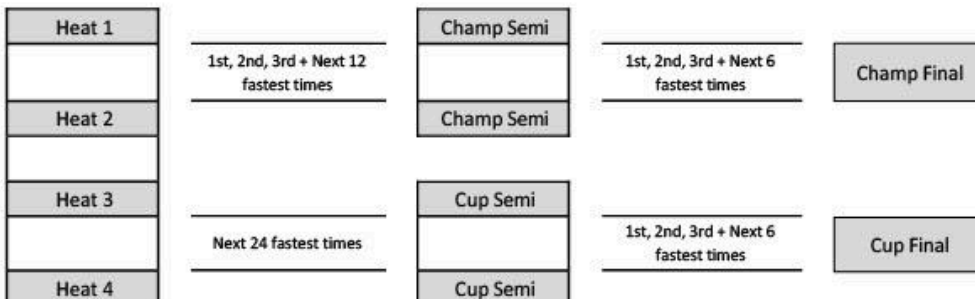
**2 Heats (12-24 teams)**



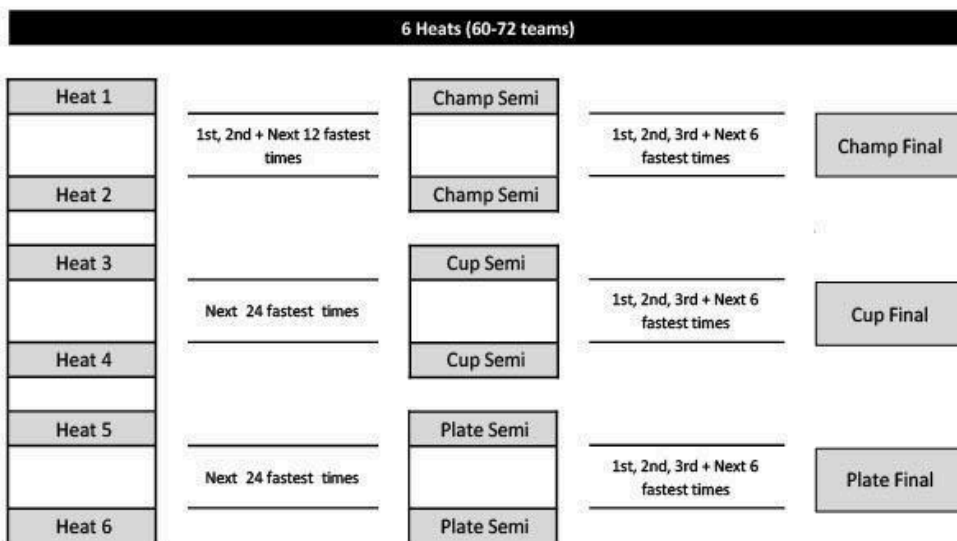
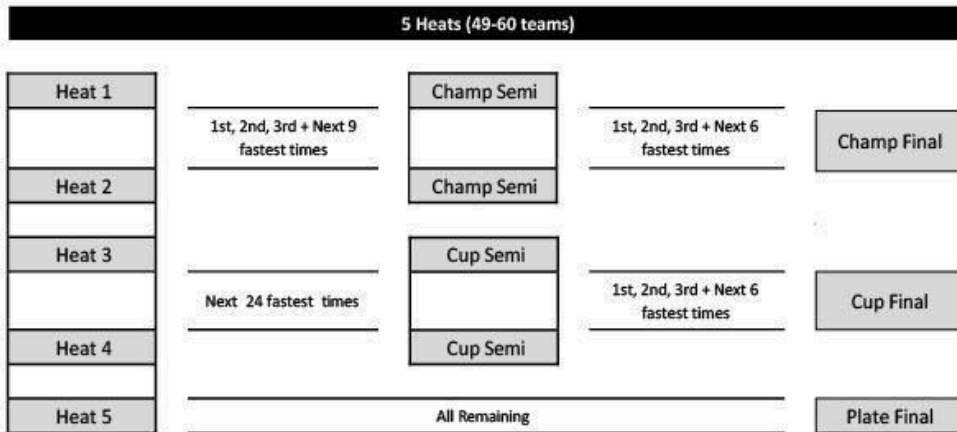
**3 Heats (25-36 teams)**



**4 Heats (32-48 teams)**







2024 Progressions:

Taitamariki W6 Racing (12 lanes)



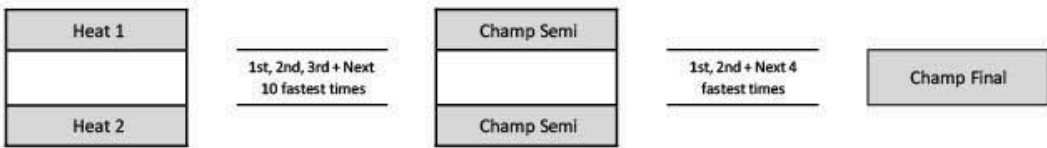
## Waka Ama Sprint Nationals Progressions 2025

### Taitamariki W12 (8 lanes, Seeding Heat)

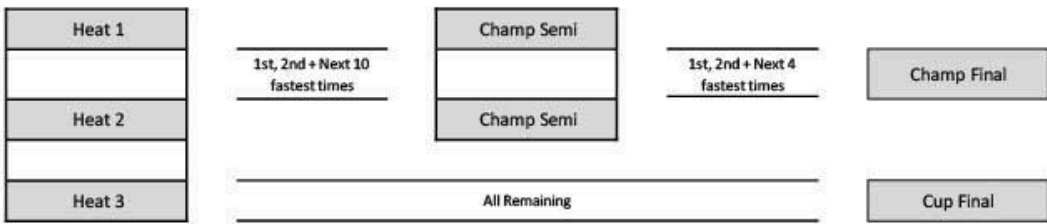
#### 1 Heat (1-8 teams)



#### 2 Heats (9-18 teams)



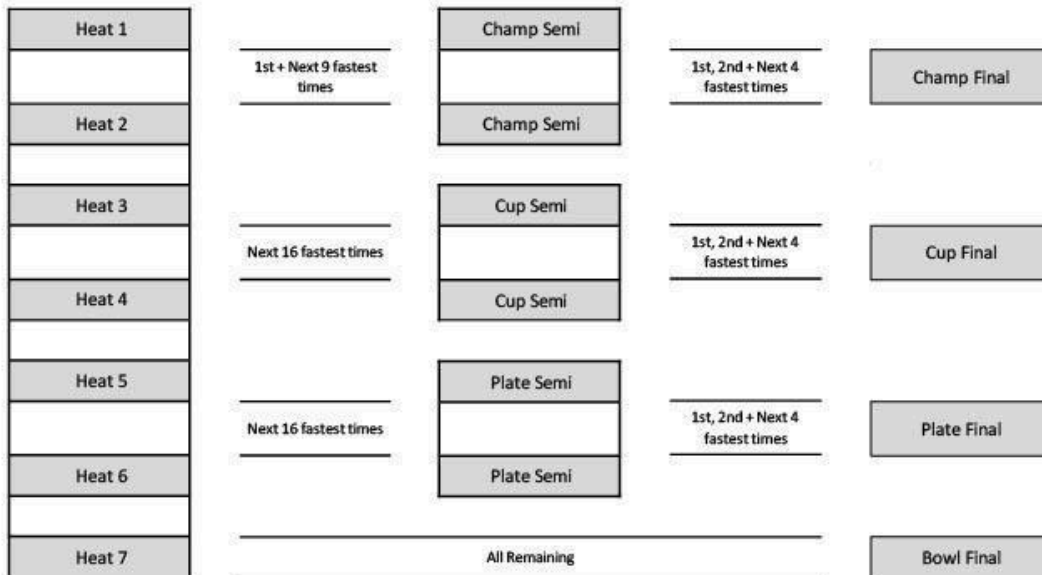
#### 3 Heats (19-14 teams)



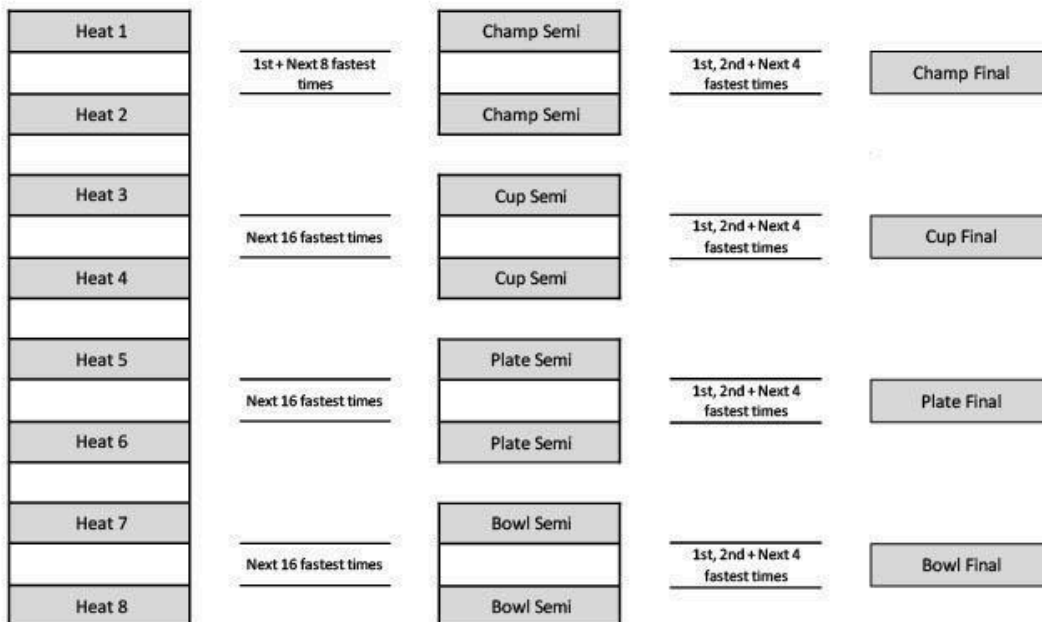
#### 4 Heats (25-32 teams)



**7 Heats (49-56 teams)**



**8 Heats 57-64 teams)**



# PROTEST and QUERY FORM

Tick which one applies:

**General Query**

**DQ Query**

**Protest**

(Incurs \$100.00 payment)

Receipt details:

**Lodged by:** *(Club Name):*

**Team/Paddler:**

**RACE NO:**

**LANE NO:** *(if known)*

**Enter a description of query/protest:**

**Club Coordinator:** \_\_\_\_\_

**Date/Time:** \_\_\_\_\_

**Write name here:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Received by:** \_\_\_\_\_

**Date/Time:** \_\_\_\_\_

**Decision/Response:**

**Affected Club Co-ordinators notified:** 1<sup>st</sup> call made:

2<sup>nd</sup> call made:

3<sup>rd</sup> call made:

**Affected Club Co-ordinators advised of action taken:**

**Accepted by Affected Club Co-ordinators:** *Signature* \_\_\_\_\_



## **NGĀ KAITAUTOKO | OUR PARTNERS**





**waka ama**  
Aotearoa New Zealand