

# NORTH EASTERN YOUTH DEVELOPMENT LEAGUE

## ROLE OF DIVISIONAL SECRETARIES 2018

1. Application and interpretation of League Rules & Competition Arrangements.
2. Dealing with objections and matters relating to athlete eligibility.
3. Dealing with matters relating to dangerous equipment, weather conditions etc.
4. At the beginning of the season giving each club their allotted numbers, and providing additional numbers if the club has used all their allotted ones.
5. Checking the officials signing-in sheets and informing the results team of the additional points to be awarded to each competing club.
6. Paying £10 expenses each at each match to the five Principal Officials (Starter, Marksman, Track Referee, Field Referee, Chief Timekeeper) plus £35 ammunition expenses to the Starter and collecting signed receipts for these. (Cash to be provided to Divisional Secretaries by the Treasurer in advance.)
7. Collecting and retaining all results and athlete declaration paperwork, so that any queries following publication of provisional results can be verified.
8. Collecting monies received from athletes who have not retained their allotted number and have paid the sum of £1 in order to receive an additional number.
9. Provisional results will be published on the NECAA website, normally on the evening of each fixture and at worst the following evening.  
Queries will initially be dealt with by the webmaster, who will, where necessary, consult with divisional secretaries to check the retained paperwork.