



MATCH PLANNER

Melbourne Coarse Anglers Association believe that angling matches must be organised and ran in a safe, friendly and efficient manner.

To support this aim, this document provides guidance for the match committee, organisers and marshals and participants.

The document is divided into sections:

- Venue identification
- Permits and communication with relevant parties
- Publication and dissemination of match venue and date
- Registration of Anglers
- Guidelines for safe pegging
- Angler briefing details prior to match date
- Angler briefing prior to peg assignment
- Assignment of pegs by lot
- During the match
- Weighing-in marshals and responsibilities of each angler
- Dispute resolution
- Post-match results and prize giving
- Publication of results



MELBOURNE COARSE ANGLERS – SAFETY POLICY

VENUE IDENTIFICATION

Venues shall be located, assessed and identified by all members of MCA (Melbourne Coarse Anglers).

Venues must have space for a minimum of 15 anglers, with a minimum of 20m between each angler.

Details shall be provided to the match secretary as follows:

- Name of venue
- Fish species report
- Depth of water and other general conditions
- Address
- Google maps reference/link
- Available carparking
- Proximity to nearest amenities & shops
- Proximity to healthcare facilities
- Maximum number of available pegs
- Number of pegs that may require platforms.
- Vehicular access to pegs
- Barrow required to transport equipment.
- Access for small vehicle & trailer to transport equipment to pegs.
- Owner/administrator of the venue.
- Any special permits required for access to venue.
- Attitude of management body towards coarse angling.

PERMITS AND COMMUNICATION WITH RELEVANT PARTIES

Match secretary to coordinate with the following parties where necessary:

- Managing body (e.g. Parks Victoria, Melbourne Water, local council, managing body)
 - Establish good relationships with these bodies and impress our credentials upon them regarding safe & tidy access.
- AFCAA (permits to return fish)



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PUBLICATION AND DISSEMINATION OF MATCH VENUE AND DATE

Following identification of a venue and the establishment of communications with relevant parties, MCA match secretary shall publish a proposed date for the match on the MCA website.

At the same time, the match secretary shall use the website email system to alert members to the newly posted match venue and date.

As the match date approaches, the match secretary shall send emails from the website informing members regarding match details, registered anglers, any changes to the match and the number of available remaining pegs.

REGISTRATION OF ANGLERS

- Only MCA members and affiliated AFCAA federation members are eligible to participate in MCA matches.
- All anglers must register on the MCA website.
- Payment of match fees shall be made via the MCA website.
- Match fees are non refundable
- Match fees include any AFCAA related fees.
- Anglers can choose to pay additional “Pool” fees in cash on the day of the match.

GUIDELINES FOR SAFE PEGGING

The match secretary shall be responsible for the identification of locations at the venue that are safe. the match secretary shall NOT allocate angling pegs at locations that for example have:

- Loose and/or undercut banks
- Dangerous trees, risk of falling branches
- Evidence of venomous snakes
- Water bound snags that could entrap an angler after immersion in the water
- Overhead power lines

Where pegs require the use of platforms, the match secretary shall state this during the pre-match briefing and warn anglers that they are responsible for the identification of a firm sub-surface substrate and the safe erection of their own platform.



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ANGLER BRIEFING DETAILS PRIOR TO MATCH DATE

The match secretary shall use the MCA website email system to brief all members of details regarding the match 2 weeks prior to the actual date. Details shall include:

- Directions
- Distance from Melbourne CBD
- Number of available remaining pegs
- The requirement for platforms
- Health & safety requirements (food, drink etc)
- Briefing time
- Draw time
- Match start time
- Match finish time
- Estimated completion of weigh-in

ANGLER BRIEFING PRIOR TO PEG ASSIGNMENT

The match secretary shall provide a registration sheet that lists all registered anglers in alphabetical order. The match secretary shall ensure that all registered anglers are present at the briefing.

Where spare pegs area available, the sheet shall have sufficient space to enable “late entrants” to register at the angler briefing.

The match secretary shall collect fees from anglers who wish to participate in the pool and mark these anglers on the registration sheet.

The match secretary shall verbally provide a briefing for all anglers. Details shall include:

- Number of sections in the match
- Number of pegs available to be fished in each section
- Number of registered anglers
- Number of anglers who are participating in the pool
- Any withdrawn pegs
- How to access pegs
- Match start time
- Match finish time



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- Rules regarding plumbing up, bait and other angling related matters
- The requirement that all anglers be MCA and/or AFCAA members.
- Health & safety
- General peg safety
- Use of platforms

The match secretary shall state the requirement for each angler to identify and introduce himself to each angler either side and to remain in contact with these anglers before, throughout and after the match to ensure they remain safe.

The match secretary shall state who to call in an emergency, how to react in an emergency when mobile communication is unavailable.

The match secretary shall state which peg shall have possession of the defibrillator.

The match secretary shall state which pegs shall have possession of the first aid kits.

The match secretary shall state which anglers shall have possession of the weigh scales and how the weigh-in will be conducted. Anglers shall understand that everyone is expected to assist during the weigh-in.

The match secretary shall state that the weigh-scales must be returned to a nominated party at the completion of the weigh-in.

The match secretary shall describe how the pool fees will be distributed after weigh-in, dispute resolution and match sheet checking have all been completed.

The match secretary shall then call for the anglers to randomly allocate themselves to pegs using whatever the current method is.

Following the draw, the match secretary shall issue weigh scales and copies of the match sheets to the marshals.

ASSIGNMENT OF PEGS BY LOT

The match secretary shall ensure that only those pegs that are suitable to be fished shall be represented in the draw.

Anglers shall randomly draw one peg.

Following the selection of a peg by the angler, he is responsible for clearly writing his name against the peg number on the match sheet provided by the match secretary.



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The match secretary shall ensure that anglers participating in the pool are identified on the match sheet.

Anglers shall proceed to the drawn peg and immediately raise any safety concerns to the match secretary.

Any other concerns that the angler may have regarding the peg shall be resolved during dispute resolution at the end of the match.

DURING THE MATCH

The match secretary shall announce the start of the match by calling “ALL IN!” and blowing a whistle for 3 seconds.

At the end of the match the match secretary shall announce “ALL OUT!” and by blowing a whistle for 3 seconds.

WEIGHING-IN MARSHALS AND RESPONSIBILITIES OF EACH ANGLER

At the completion of the match, the weigh marshal(s) shall weigh the angler’s catch in the first peg of the section. The angler at that peg shall assist with the weigh-in and act as witness to the weight.

The weigh marshal shall then ensure all fish are returned safely by the angler.

The angler who’s catch has just been weighed shall then accompany the weigh marshal to the next peg and assist & witness.

Each angler shall therefore be required to assist the weigh marshal with the next adjacent angler.

After the weigh marshal has completed his duties for the section(s) he shall return the scales as directed during the angler briefing and hand in the weigh sheet.

DISPUTE RESOLUTION

Anglers must raise disputes with the weigh marshal during weigh-in. The marshal shall then pass this information onto the match secretary at the same time as when the scales and weigh sheets are handed in.

The match secretary shall consider the objection an dispute and where necessary interview the angler and any others who may be able to provide input.



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The match secretary shall attempt to resolve the dispute before results & prizegiving. Where this is not possible, he shall inform all anglers that a dispute has been raised by a named angler, which cannot be resolved (for a given reason) and that results are therefore provisional, and that prizes will not be awarded that day.

The match secretary shall resolve the dispute within 2 days.

The match secretary's decision is final.

POST-MATCH RESULTS AND PRIZE GIVING

Where disputes have been resolved, the match secretary shall check the match sheets with another angler to ensure final positions have been accurately assessed.

The match secretary shall then allocate the overall winners (first, second, third) and the section winners (first section after the overall winners).

The match secretary shall then calculate and assign the prizemoney from the available pool.

The match secretary shall ask another angler to check that allocations have been correctly made.

The match secretary shall then verbally announce the results of the match.

PUBLICATION OF RESULTS

Following the completion of the match, dispute resolution and the awarding of prizes and trophies, the match secretary shall publish the results on the MCA website.

The match secretary shall then use the website email system to inform all members that the results for the match are available on the website.