

BERNUDA
TRIANGLE CHALLENGE

# VOLUTEER GUIDE

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## **VOLUNTEER INFORMATION SHEET**

## 1. WEATHER

The weekend schedule will go on unless extreme weather conditions are experienced. You will be informed immediately if there are any cancellations. Unless cancelled, we will be counting on you to be at your post at the allotted time. It is important as the Police will be ensuring marshals are present at all junctions. Be prepared for the weather conditions and check the weather forecast before setting out. Rain jackets or wind-breakers are advised as a precaution.

## 2. PLEASE BE ON TIME

All the events during 2024 Chubb Bermuda Triangle Challenge will start on time. Please be at your post in good time as it is very reassuring for the athletes to see marshals where required, to ensure their safety.

## 3. KNOW THE COURSE AND THE AREA

Please familiarise yourself with your area in case you need to advise a participant or a motorist which way to go.

## **4. YOUR SAFETY**

Your personal safety is paramount! Please wear the high visibility vest allocated to you and do not put yourself in any unnecessary danger. Motorists may become belligerent when asked to wait and it is best to avoid getting into any discussions. Please be firm and state that the Police have given you your instructions. Please give clear instructions and use large arm signals to motorists to ensure your purpose is understood. Please also remember to thank all drivers for their cooperation and patience.

## **5. HAVE A GREAT RUN!**

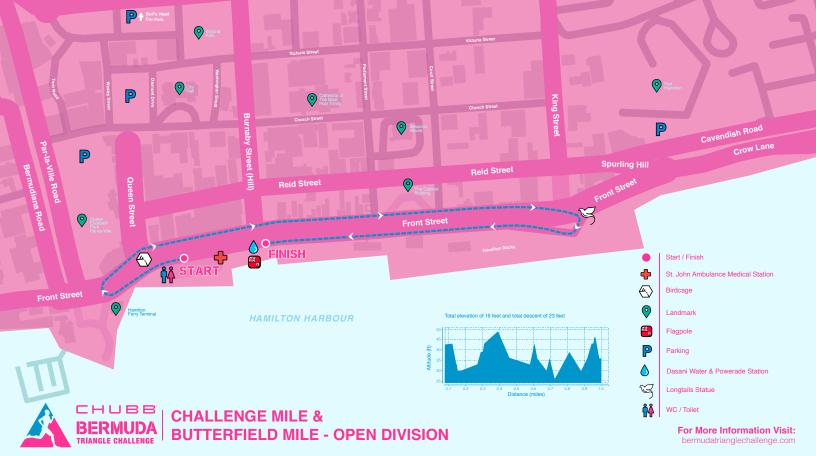
As a course marshal or water stop attendant, you will be a direct contact with the runners, and your encouragement and cheering is always appreciated by them, so don't be shy. Cheer them on!

## 6. THANK YOU!

Your support and assistance is greatly appreciated. Without your assistance, this event could not take place. Whether this is your first time as a 'race maker' or you are a seasoned helper, we, as race organisers, and the runners sincerely appreciate your help. You are part of what makes the Chubb Bermuda Triangle Challenge the unique sporting event that it is!

On behalf of everyone... Thank you, thank you, thank you!















## **VOLUNTEER INSTRUCTIONS**

## INTRODUCTION

Firstly, thank you for volunteering to assist the 2024 Chubb Bermuda Triangle Challenge as either a Sector Captain, a Road Marshal, or a Water Stop Volunteer. Without your tremendous assistance, this event could not take place. You are individually and collectively very important to the success of the event and the safety and well-being of the athletes who participate.

You have signed up to be at your chosen post at a designated time. Please do your best to be punctual as it is essential that each position that requires a Marshal or Water Stop Volunteer is manned during the times required to prevent any vacancy. The absence of any Marshals or Water Stop Volunteers could lead to traffic entering the race route while there are runners still on the road, runners going off course, or unmanned water stops.

Please be aware the race will carry on regardless of wind or rain unless extreme weather is experienced. Please be prepared for the weather. To this end, we recommend carrying a backpack or bag with any essential items you may need during your shift, such as a refillable water bottle, a rain jacket or windbreaker, hat and/or sunglasses, and any personal sundries.

Should you be unable to attend your post at the designated time, please be sure to contact the Sector Captain to inform him/her of your absence. We do kindly ask all volunteers to take their duties seriously, as the security of the runners is dependent upon you.

Sector Captains, Road Marshals, and Water Stop Volunteers will be issued Volunteer T-Shirts, Volunteer Jackets, and, if your shift involves early morning duties, High Visibility Vests for the duration of their shifts. Please be sure to wear them for your safety and to indicate to others that you are involved in the race organisation. For anyone that has signed up, please collect your free Volunteer T-Shirt, Volunteer Jacket, and High Visibility Vest (if required) at the Volunteer Information Meeting at the Princess Meeting Rooms at the Hamilton Princess Hotel on Monday, January 8, from 6pm to 8pm. For anyone that has signed up and has not collected their free Volunteer T-Shirts, Volunteer Jackets, and High Visibility Vests (if required), you also can collect these items at the Race Expo at the Harbourview Ballroom at the Hamilton Princess Hotel on Friday, January 12, from 10am to 6pm.

Sector Captains, Road Marshals, and Water Stop Volunteers will receive information through emails between now and leading up to the 2024 Chubb Bermuda Triangle Challenge to keep them informed of developments.

## SECTOR CAPTAIN / ROAD MARSHAL / WATER STOP VOLUNTEER GUIDELINES

## **SECTOR CAPTAIN**

Thank you for helping in the organisation of the 2024 Chubb Bermuda Triangle Challenge race weekend. Your assistance is essential for the smooth and safe organisation of the weekend's events.

As Sector Captain, you will be responsible for ensuring all Road Marshals and Water Stop Volunteers are in their respective positions and that a presence is maintained at these locations for the duration of the event. It is essential that you are able to monitor all of your volunteer posts and, therefore, a motor scooter is a requirement for this position.

## Some guidelines:

- Monitor road junctions carefully, especially complex areas such as roundabouts or multiple road junctions;
- Check that water stations are adequately manned and have sufficient supplies;
- Check that water stations clear up after the race has passed, with trash being removed from the roadway and any remaining supplies packed neatly away for pickup at a later time;
- Be alert to any runners experiencing difficulty and check if they are okay. Be prepared to radio St. John Ambulance and stay with the runner until medical assistance arrives; and
- Be alert to radio calls in case of emergency situations elsewhere.

## **ROAD MARSHAL**

Road Marshals will be those volunteers responsible for manning road junctions or roundabouts, directing both traffic and runners to ensure the safety of everyone on the course.

The Bermuda Police Service (BPS) is planning fluid road closures as the runners move around the course. This means there will be limited or no access to the roads when there are runners/walkers present. There will be a sweeper vehicle, motorcycle, or cyclist following the last runner/walker.

Once the sweeper vehicle has passed, traffic will be allowed onto the route in a controlled manner.

## When dealing with motorists, Road Marshals should keep the following in mind:

- 1. Be courteous (greet them with good morning/afternoon and a friendly smile/wave);
- 2. Use clear hand signals;

- 3. Explain there is a running event taking place and that access to the road is closed at the moment according to the road traffic notice and police instructions;
- 4. Suggest alternate routes to their destination as advised by the Race Officials, Sector Captains, and BPS. There will be options available to the driver which may only delay their journey by a few minutes;
- 5. Explain the road closure(s) have been approved by the appropriate authorities and publicised in the newspaper and on both radio and television;
- 6. Tell them the approximate time before the road will be open;
- 7. Be sympathetic and clear but assert authority. Repeat points 2-5 as necessary;
- 8. Do not get into arguments with motorists;
- 9. If all else fails and a motorist forces their way on to the race course, call the Race Official/Sector Captain to inform the BPS (take the vehicle's number and make/model if at all possible).

Emergency vehicles (Fire/Police/Ambulance) are always allowed access and if a siren is heard approaching, please advise runners to move to the side of the road until the vehicle has passed.

The BPS has the final say over traffic situations; please respect the instructions of the BPS officers.

If you see any runners that need medical assistance, call the Sector Captain and advise them of the type of emergency and location. The Sector Captain will then alert St. John Ambulance.

## **WATER STOP VOLUNTEERS**

We thank you for your assistance in manning the water stops. This is an essential part of the race as runners need water and energy drinks to ensure proper hydration and prevent potential medical emergencies.

## A few points to ensure your water stop operates effectively and efficiently:

- 1. The first table will be the water stop; the second table will be for the energy drink. A gap of around 16 feet apart between each table should be made.
- 2. Dasani water bottles are being provided. Please ensure the bottles are easy for the runners to reach and get hold of.
- 3. Powerade energy drink is being supplied in large drums to fill cups to be distributed on the table.
- 4. Do not overfill the cups, about half full is best to prevent excess spillage and waste;

- 5. Make sure you have enough bottles/cups prepared for the main body of runners, especially in the 10k as they will arrive fairly quickly;
- 6. Replenish bottles/cups on the table as the runners come by, ensuring enough are on the table for runners to get hold of and avoid shortages which slows runners down;
- 7. Tell runners as they approach whether you have water or Powerade;
- 8. Designate some Water Stop Volunteers to collect bottles/cups further down the road from the water stop to prevent bottle/cups being blown away or causing a nuisance to runners;
- 9. Bottles and cups must be collected in separate bags as part of the Sustainability Initiative, both during the race and during post-race cleanup. Plastic bottles will be brought to the incinerator and the cups will be brought to the compost area.
- 10. Encourage the runners! Don't be shy! They really appreciate it, and they appreciate YOU being there at the water stop.
- 11. Be sure to wear your volunteer t-shirt and high visibility vest to make sure you are seen by the runners;
- 12. Take care not to get in front of the runners as they are approaching. Runners generally do not stop to drink. Allow plenty of room as runners approach.
- 13. After the last runner, please be sure to collect all trash and leave it in trash bags next to the table. Please walk down the road to ensure bottles/cups are not left on the roads or Railway Trail, as the runners will frequently carry them some distance before throwing them to the side. We want to ensure there is no litter after the event to keep Bermuda beautiful!

If you see any runners that need medical assistance, call the Sector Captain and advise them of the type of emergency and location. The Sector Captain will then alert St. John Ambulance.

Contact us with any questions at Bermuda Triangle Challenge Volunteers email address: **volunteerbrw@gmail.com** 



## PRE-REGISTERED NUMBER PICK UP

## 1) Find Name on Alphabetical List

- Then find Bib Number indicated in Trays
- · Timing chip is on the back of the Bib Number
- DO NOT PEEL OFF TIMING CHIP

## 2) Cross out or Highlight Name on list when Bib Number is handed out

It is helpful to read out name on label to avoid giving out wrong number (it happens)

## 3) Changes/Corrections

Send runner with assigned number to Computer Desk/Late Entry Area

## 4) Medical Emergency Information

- · On back of number
- Tell runner to complete before participating in any event

## 5) Switches/Transfers

- Full Triangle Challenge to Half Triangle Challenge; and
- Marathon to Half Marathon
- Send runner with assigned Bib Number to Computer Desks for a transfer to a new Bib Number

## 6) Butterfield Challenge Mile

- Starts at 7.00pm so runners should plan to be at Front Street by 6.30pm
- Tell runners to be near The Flag Pole, Front Street, Hamilton
- The Royal Bermuda Regiment Band starts at 6.30pm sharp

## TRAFFIC ORDER

## **BUTTERFIELD MILE FRIDAY, JANUARY 12TH, 2024**

This Traffic Order shall be effective between 6.00 pm and 10.00 pm in conjunction with the Corporation of Hamilton Traffic Order for the staging of this event.

## **ROADS CLOSED:**

**CROW LANE:** From the junction of Spurling Hill to the City of Hamilton's eastern boundary on Front Street, all westbound traffic will be diverted off Crow Lane up Spurling Hill and along Reid Street.

### **CITY OF HAMILTON CLOSURES:**

NO. 1 AND NO. 5 CAR PARK: Closed from 4.00pm to 11:00pm.

- FRONT ST. FROM SPURLING HILL TO PAR-LA-VILLE ROAD.
- COURT ST. BETWEEN REID ST. AND FRONT ST.
- BURNABY HILL BETWEEN REID ST. AND FRONT ST.
- · QUEEN ST. BETWEEN FRONT ST. AND REID ST.

Closed from 5.30pm to 11:00pm.

**RACE ROUTE:** The race route is carried out on Front Street within the Corporation of Hamilton jurisdiction

In addition, the Bermuda Police is hereby authorized to Close or Open streets or portions of streets and restrict service parking as the Commissioner of Police determines.

## BF&M BERMUDA 10K RUN AND WALK SATURDAY, JANUARY 13TH, 2024

For the convenience of persons attending the Bermuda National Athletics Association, I0K Run and Walk on the above date, the following advisory notice is given:

## **ROADS CLOSED:**

The following list of roads will be closed to motorists during the schedule time of this road race.

**PARSONS ROAD:** From Roberts Avenue to Montpelier Road between 8.45am and 9.45am.

**MONTPELIER ROAD:** From Parsons Road to Middle Road between 8,45am and 9,45am.

**FROG LANE (NORTH):** From Palmetto Road to Parsons Road between 8.45am and 11.00am.

**FROG LANE (SOUTH):** From BFA Way to Parsons Road between 8.45am and 9.45am.

**OLD MILITARY ROAD:** From Parson Lane to Frog Lane between 8.45am and 11.00am Except for access at Cedar Park Estate.

**MIDDLE ROAD:** From Corkscrew Hill to Verdmont Road junction between 8.45am and 10.15am.

## **LANE CLOSURE**

The following list of roads will have their EASTBOUND traffic lane closed to motorists during the schedule time of this road race.

**MIDDLE ROAD:** From Verdmont Road to Flatts near Harrington Sound Road junction between 8.45am and approximately 10.15am in the EASTBOUND direction.

### LANE CLOSURE

The following list of roads will have their WESTBOUND traffic lane close to motorists during the schedule time of this road race.

**NORTH SHORE ROAD:** From Middle Road, Flatts to the Barkers Hill roundabout from 9.00am until 11.00am in a WESTBOUND direction.

**PALMETTO ROAD:** From North Shore Road to Frog Lane from 9.00am until 11.00am in the WESTBOUND direction

**OLD MILITARY ROAD:** From Parsons Lane to Frog Lane between 8.45am and 11.00am, except for access at Cedar Park Estate in the WESTBOUND direction.

**BFA WAY:** From Frog Lane to Headquarters Hill between 8.45am and 10.15am in the WESTBOUND direction.

### NO PARKING (BETWEEN 8.00am and 11.00am):

PARSONS ROAD: From Roberts Avenue to Montpelier Road.

FROG LANE: From Palmetto Road to Parsons Road.

MONTPELIER: From Parsons Road to Middle Road.

**BFA WAY:** From Frog Lane to Fort Hill Road.

**FLATT'S VILLAGE:** North Shore Road (entrance to St. James Court) to Middle Road junction.

FORT HILL ROAD: From Alexander Road to BFA WAY.

RACE ROUTE: Commence on Frog Lane then travel in a southerly direction to Montpelier Road, and then to Middle Road, then travel in an easterly direction along Middle Road towards Flatts Village at North Shore Road, then travel in a westerly direction along North Shore Road toward Palmetto Road, then travel in a westerly direction along Palmetto Road to Frog Lane, then travel in a southerly direction along Frog Lane, and end at the Bermuda National Sport Centre north field.

In addition, the Bermuda Police is hereby authorized to Close or Open streets or portions of streets and restrict service parking as the Commissioner of Police determines.

## PWC BERMUDA HALF MARATHON/HALF MARATHON RELAY SUNDAY, JANUARY 14TH, 2024

For the convenience of persons attending the Bermuda National Athletics Association, Bermuda Half Marathon and Bermuda Half Marathon Relay on the above date, the following advisory notice is given:

This Traffic Order shall be effective in conjunction with the Corporation of Hamilton Traffic Order for the staging of this event.

## **ROADS CLOSED:**

**PITT'S BAY ROAD:** From the junction of Bermudiana Road to the junction with Hamilton Princess exit from 7.30am until 3.00pm.

**PITT'S BAY ROAD:** From the junction of Hamilton Princess exit to the junction with the road known as between the Walls from 7.30am until 9.15am.

**CROW LANE:** From Spurling Hill to the City of Hamilton's Eastern boundary on Front Street between 8.30am and 10.00am.

**FLORA DUFFY HILL:** From Middle Road to Crow Lane, Paget between 8.30am and 10.00am.

## PWC BERMUDA HALF MARATHON/HALF MARATHON RELAY CONTINUED

**TRIMMINGHAM ROAD:** From the North Roundabout to the South Roundabout between 8.30am and 10.00am.

**OTHER ROADWAYS:** See other roads to be closed and used for this race on the Bermuda Full Marathon traffic order.

### **CITY OF HAMILTON CLOSURES:**

- PITTS BAY/FRONT STREET BETWEEN HAMILTON PRINCESS AND SPURLING HILL.
- COURT ST. BETWEEN REID ST. AND FRONT ST.
- BURNABY HILL BETWEEN REID ST. AND FRONT ST.
- PAR-LA-VILLE BETWEEN ROSEBANK RD. AND FRONT ST.

Closed from 7.30am to 10:00am.

RACE ROUTE: Commence at the entrance of Hamilton Princess Hotel, on Pitt's Bay Road, then travel in an easterly direction through the City of Hamilton, then travel in an easterly direction along Crow Lane, then travel in a southerly direction along Trimingham Road toward South Road, then travel in an easterly direction along South Road to Devils Hole Hill, then travel in a westerly direction along Devils Hole Hill to Harrington Sound Road, then travel in a westerly direction along Harrington Sound Road to Middle Road near Flatt's Village and North Shore Road, then travel in a westerly direction along Spanish Point Road, then travel in a southerly direction along Spanish Point Road to St John's Road, then travel in a southerly direction to Pitts Bay Road, then travel in a southerly direction along Pitt's Bay Road and end at Barr's Bay Park, at the city of Hamilton.

In addition, the Bermuda Police is hereby authorized to Close off or Open streets or portions of streets and restrict service parking as the Commissioner of Police determines.

## **PWC BERMUDA MARATHON SUNDAY, JANUARY 14TH, 2024**

For the convenience of persons attending the Bermuda National Athletics Association, Bermuda Full Marathon on the above date, the following advisory notice is given:

This Traffic Order shall be effective in conjunction with the Corporation of Hamilton Traffic Order for the staging of this event.

## **ROADS CLOSED:**

## **DOCKYARD AREAS**

**CAMBER ROAD:** From Clock Town area to Dock Yard Terrace between 6.00am and 7.45am.

**DOCKYARD TERRACE:** From Camber Road to Maritime Lane between 6.00am and 7.45am.

**MARITIME LANE:** From Dock Yard Terrace to Smithery Lane between 6.00am and 7.45am.

**SMITHERY LANE**: From Maritime Lane to Clock Tower Parade between 6.00am and 7.45am.

**CLOCK TOWER PARADE:** From Smithery Lane to Pender Road between 6.00am and 7.45am.

### **PUBLIC ROAD AREAS**

**PENDER ROAD:** From Clock Tower Parade to Cockburn Road between 6.45am and 8.45am.

**COCKBURN:** From Pender Road to Malabar Road between 6.45am and 8.45am.

**MALABAR ROAD:** From Cockburn Road to Mangrove Bay Road between 6.45am and 8.45am.

**MANGROVE BAY ROAD:** From Malabar Road to Beacon Hill Road between 6.45am and 8.45am.

**BEACON HILL ROAD:** From Mangrove Bay Road to Railway Trail between 6.45am and 8.45am.

RAILWAY TRAIL: From Beacon Hill Road to Somerset Road near Somerset Bridge between 6.45am and 9.15am.

**SOMERSET ROAD:** From Railway Trailer to Middle Road at Somerset Bridge between 7.15am and 9.15am.

**MIDDLE ROAD:** From Somerset Road to Over Plus Lane between 7.15am and 9.15am.

**OVERPLUS LANE:** From Middle Road to Railway Trail between 7.15am and 9.15am.

**RAILWAY TRAIL:** From Overplus Lane to Tribe Road No. 5, Southampton between 7.15am and 9.15am.

**TRIBE ROAD NO. 5, SOUTHAMPTON:** From Railway Trail to Middle Road between 7.15am and 9.45am.

**MIDDLE ROAD:** From Tribe Road No 5 to Whale Road and Railway Trailer junction between 7.15am and 9.45am..

**RAILWAY TRAIL:** From Whale Bay Road junction to Franks Bay and Middle Road junction between 7.15am and 9.45am.

**MIDDLE ROAD:** From Franks Bay to South Road junction between 7.15am and 9.45am.

**SOUTH ROAD, SOUTHAMPTON, WARWICK, PAGET, DEVONSHIRE, SMITH:** From Middle Road, Southampton to Devil's Hole, Smith junction

Between 7.15am and 11.15am. The Eastbound lane will be closed from South Road and Middle Road. Southampton, to the junction with South Road Roundabout and the lane between South Road Roundabout and Point Finger Road. The Eastbound traffic lane along South Road will be closed from the South Road Roundabout until the junction with Devil's Hole Hill is reached.

**TRIMINGHAM ROAD:** From the North Roundabout to the South Roundabout between 8.30am and 10.10am.

## **CITY OF HAMILTON CLOSURES:**

- PITTS BAY/FRONT STREET BETWEEN HAMILTON PRINCESS AND SPURLING HILL.
- COURT ST. BETWEEN REID ST. AND FRONT ST.
- BURNABY HILL BETWEEN REID ST. AND FRONT ST.
- PAR-LA-VILLE BETWEEN ROSEBANK RD. AND FRONT ST. Closed from 7.30am to 10:00am.

## PWC BERMUDA MARATHON CONTINUED

RACE ROUTE: Commence at Camber Road and travel in a north easterly direction to Dockyard Terrace, travel in an easterly direction to Maritime Lane and then travel in a westerly direction to Smithery Lane then travel in a westerly direction along Clock Tower Parade to Pender Road, then travel in a westerly direction along Pender Road to Cockburn Road. then travel in a westerly direction along Malabar Road, then travel in a westerly direction along Mangrove Bay Road to Beacon Hill junction. Tum south on Beacon Hill Road and travel to Railway Trail, then travel in a southerly direction along the railway trail to the junction with Somerset Road near Somerset bridge, then travel in a westerly direction across Somerset Bridge to Middle Road, then travel in a westerly direction along Middle Road to Over Plus Lane, then turn at the Railway Trail and travel in an easterly direction along the Railway Trail to Tribe Road 5, then tum and travel in a westerly direction along Tribe Road 5 to Middle Road, continue in an easterly direction along Middle Road to the junction at Whale Bay Road, then travel in an easterly direction along the Railway Trail to Frank Bay and the Middle Road junction, then travel in an easterly along Middle Road until reaching the junction with South Road. Then the participants will cross over from the Middle Road east bound lane to South Road east bound lane at this junction, then travel in an easterly direction through Parishes Southampton, Warwick, Paget (crossing over from the east bound larie to the west bound lane in front of the Bermuda College before proceeding on to the Railway Trail in Paget, entering the Railway Trail from the Railway Trail pedestrian crossing at Paget and exiting the Railway Trail on to the east bound lane at South Road before the South Road Roundabout), Devonshire and Smiths along South Road, until reaching Devil's Hole Hill and South Road junction, then travel in a westerly direction along Devil's Hole Hill to Harrington Sound Road, then travel in a westerly direction along Harrington Sound Road to Middle Road near Flatt's Village and North Shore Road, then travel in a westerly direction along North Shore Road to Spanish Point Road, then travel in a southerly direction along Spanish Point Road to St John's Road then travel in a southerly direction to Pitt's Bay Road, then travel in a southerly direction along Pitt's Bay Road and end at Barr's Bay Park, at the city of Hamilton.

In addition, the Bermuda Police is hereby authorized to Close off or Open streets or portions of streets and restrict service parking as the Commissioner of Police determines. Where necessary the Police will detour motorists towards Middle Road and then they can travel in an easterly direction and then tum on South Road and then travel in a westerly direction to their destination.





## MANY THANKS FOR VOLUNTEERING FOR A DASANI WATER & POWERADE STOP

Please do not open all of the bottles ahead of time (just in case you don't need them all). To prevent wastage, please only pour about 1/3 cup of Powerade in each cup.

Before throwing bottles in trash bags, please empty the water out. Bottles and cups must be collected in separate bags as part of the Sustainability Initiative, both during the race and during post-race cleanup. Plastic bottles will be brought to the incinerator and the cups will be brought to the compost area.

Please, please make sure all bottles and Powerade cups are picked up. You may find that some bottles will be a quarter mile down the road BUT, it's our goal to keep the route cleaner than how we found it.

HAVE FUN, AND THANKS FOR VOLUNTEERING WITH US!







## THANK YOU FOR YOUR SUPPORT!

