

LETTER OF INSTRUCTION

EVENT: Triathlon Relay

RESPONSIBLE UNIT: HQ/A

TIME: 0900 hrs, 2 October 2004

LOCATION: Civic Center/Wyman Park

UNIFORM: Unit Alternate APFUs/Swimwear

TASK ORGANIZATION:

- a. Staff Requirements: OIC/NCOIC, 6 O/Cs, 3 Scorekeepers
- b. Eligible Participants: Team of 6 per unit

1. **SITUATION:** To explain the process that will be used to conduct and score the Triathlon Relay event.
2. **MISSION:** To complete race and determine 1st, 2nd and 3rd place winners
3. **EXECUTION:** The Triathlon Relay Event will start at the civic center at 0900 hrs. Each unit will have a team consisting of 6 team members, 2 each splitting 1/3 of the race; 2 swimmers, 2 cyclists, 2 runners. All team members will report to the Civic Center at 0845 for safety and route briefs Event will begin at 0900 hrs. Cyclists will bring their own bicycles and safety equipment. Helmets are mandatory to participate.

a. Concept of Operations:

- (1) Race will begin with the 1st swimmer swimming 4 laps.
- (2) 2nd swimmer will begin their leg of the race after being tagged by the 1st swimmer.
- (3) Upon completing 4 laps of the pool, 2nd swimmer will tag 1st swimmer who will tag the 1st cyclist.
- (4) 1st cyclist will complete 6.5 miles and tag the 2nd cyclist to begin that leg of the race.
- (5) 2nd cyclist will complete 6.5 miles and tag the 1st runner.
- (6) 1st runner will complete 1.5 miles and tag the 2nd runner.
- (7) 2nd runner will complete the final 1.5 miles and cross the finish line to stop the clock.
- (8) Team with the shortest time wins the event.

4. **SERVICE SUPPORT:** The OIC/NCOIC will be responsible for coordinating the following equipment needed to conduct this event. This list is not considered to be all-inclusive but to be used as a guide when rehearsing event.

- Hand held radios
- Score Keeping Equipment
- Stopwatches
- Strip maps of course
- Whistles
- Water/Cups

5. COMMAND AND SIGNAL:

- a. **Command:** Succession of command for this event is OIC/NCOIC.
- b. **Signal:** Hand-held radios will be the primary means of communication. OIC will hand receipt radios from the BN Commo NCO on Friday evening. Frequencies TBD.

RISK ASSESSMENT: Event OIC/NCOIC will complete a risk assessment for their event prior to Friday morning and submit to the BN XO during that evening's backbrief. Copy of risk assessment will be available at training site for review by participants while event is being conducted.

SAFETY BRIEF: Event OIC/NCOIC will prepare a safety brief covering all risk factors associated with swimming, cycling and running. Safety brief will be presented to all participants at the Civic Center prior to the event starting.

ROUTE BRIEF: Event OIC/NCOIC will be responsible for preparing a route brief with a visual layout outlining the course for the cyclists and runners. Route brief will follow Safety brief prior to the event starting.