



STOCKING OF EQUIPMENTS

INTRODUCTION

Equipment is élan vital of Physical Education and sport. Though several interesting activities can be played without any equipment, almost all institutionalized games and sports require standard equipment. In sports like shooting, archery, cycling etc equipment accounts for more than 30 to 40% of the athlete's success at competitions. Equipments and materials (supplies) are the terms which carry varied meaning in physical education and sport. As a matter of fact, the attitude to consider the equipment one's personal property and having personal belongingness with its life certainly enhances the life of the equipment. The routine care of the equipment includes test check, counting, dusting, cleaning, repair, oiling, greasing, covering, painting, exposing to sun and air etc. it stands to reason that not all the sports and games equipments can be treated, cleaned maintained or stored in the same way, the simple reason is that the materials from which the equipment is made e.g. leather, rubber, fabric, wood, iron, and so forth, require different methods of care maintenance and storing.

STOCKING OF LEATHER EQUIPMENTS

In the leather good category leather balls and leather shoes are discussed. The most delicate part of any leather ball is the stitching. The stitched ball needs care in two aspects- air pressure and moisture. The stitching can be protected by relieving the pressure inside the ball between seasons. The methods should be wiping of moisture and then slowly drying the ball when it is wet than forced drying. Leather ball that had been used in mud should be wiped clean with damp cloth and dried at the normal room temperature. Further, leather balls or similar leather equipments should never be placed near a radiator or hot air blower. When the leather of the ball has become harsh and rough because of repeated exposure to moisture, an application of a commercial leather dressing or a light mineral oil is recommended. Leather balls should be partly deflated when stored during vacation or off period. There are three types of formation which accumulates on leather. Only one of which is harmful. This is a green mold, which rots the leather, in order to save leather articles from green mold, they should be stored in cool and dry place. Wearing football, softball, hockey and track shoes on stone or concrete surfaces should be discouraged. Before leathers shoes are stored after the season, they should be cleaned and oiled, and oiled again in the middle of the year.

STOKING OF RUBBER EQUIPMENTS

The prominent enemies of rubber are direct sunlight, heat, grease, and oil. In case of sunlight and heat, all that can be done is to avoid exposure to such sources as far as possible. Grease and oil should be removed with soap and warm water. Dry- cleaning fluids should never be used on rubber goods. Rubber balls should be stored in a cool and dry box away from heat and sunlight.

STOCKING OF WODDEN EQUIPMENTS

The delicate wooden equipment, such as hockey sticks, bats, bows etc, are built to last for longer period of time and will do so when they are properly handled and cared for. As far as handling is concerned, they should be used at their appropriate place, and moisture is the main source of difficulty in its care and maintenance. The application of warm linseed oils is recommended whenever the finish of the wood requires it. Equipments should be stored in such a way that any warping (bending) is prevented. Storage of wooden equipment in a cool and dry place is recommended.

STOCKING CLOTH UNIFORM:

It is an important part of physical education and sports, cloths such as jersey, shoes, socks, track suits, sweatshirts, hoddies etc. Uniform after use must be properly cleaned and dried properly, so there will not be problems on the cloths like discolour, low quality etc. It should be kept in position for the further use without any problems.

STOCKING SHUTTLE COCKS

It is very delicate equipment and the students should not be permitted to abuse this fragile equipment, since the greatest demand to shuttle cocks comes through careless use. Shuttle cocks are also saved when students are prevented from smashing and swinging vigorously until they have developed proper skill and timing. Feather shuttle cocks should be kept in a moist environment since the feather loses their oil in a dry atmosphere.

STOCKING MATRESSES

Mattress should be washed daily with a mat disinfectant. They will last longer, if left flat than rolled. When the rolling of mats is unavoidable, they must be rolled for storage around cylinder to minimize the pressure that is put on the mat surface. Cuts, tears and splits in the mats should be repaired immediately with the repair kit that is provided by the manufacturer. A clean surface to place mat, will protect the mat from damage. It is recommended that transporters be used when moving large number of wrestling and judo mats.

STOCKING OF SWIMMING EQUIPMENTS

Without proper stocking and maintenance even the finest infrastructure may become useless and non-functional. Therefore to get the maximum utilization in the most effective manner of the rare facilities of swimming pool, care and maintenance is of utmost important. The following points will help in stocking the equipments.

1. The swimming pool should be rearranged immediately after their use for special occasions, function, competition etc.
2. Minor repair of pools, specifically tiles of the pool floor may need immediate attention to avoid foot injury of the users.
3. Regular cleanliness of the deck of the pool gutters, over flow water channels etc, is very important to maintain the quality of water as well as good hygienic condition of the pool.
4. Proper security arrangements are must for swimming pool for the safety of lives as well as property.
5. Special attention should be given to service areas- toilets, urinals, showers, change room, stores etc. It can become a source of many infections, diseases, foul smell and unhygienic place to enter.

6. Immediate attention should be paid to electrical fitting. Slight negligence may result in danger of life and property. It needs regular checking, care and maintenance.
7. Proper security arrangements are must for swimming pool for the safety of lives as well as property.
8. In case of financial constraints, effort should be made to generate financial resources through these facilities. The facilities are having a potential to generate financial resources to meet the care and maintenance obligations.

STOCKING TRACK EQUIPMENTS

Metal shots, javelin, high jump and pole vault uprights, steel bars for high jump and pole vault measuring tapes (steel) etc, need special care. However, before storing of a longer duration, they should be cleaned properly, ensuring that there is no dust or moisture on them, otherwise it will invite many damaging sources.

Ground maintenance equipments (lawn mowers, rollers, lime powder machine, marking machine, grass cutting swords, sickles, shrub masters, cutters etc). Ground maintenance equipment is used throughout the year, however much depends upon the programmes of the physical education and sports being run by the institution All the equipments used for the maintenance of grounds, need regular care and maintenance of ground needs regular care and maintenance. Most of the equipments is made of iron and steel, which is to be saved from rust and moisture when lying in the store. During daily use, it is otherwise being cleaned. Lawn movers need special care and maintenance during use and in storing conditions as well. Regular oiling and greasing of bearings, cleaning, change of fuse, change of oil, sharpening of cutters, timely overhauling etc, are the major function to be carried out as a part of care and maintenance of ground maintenance equipment or gadgets.

REPAIRS OF EQUIPMENTS

The head or the chairman of the Department of physical education and sports would profit by investigating thoroughly the possibilities of repairing the equipments rather than by replacing the equipments with new equipment. Keeping in view the economy measure, if the equipment of any kind needs repairs at the normal cost as compared to its original cost or the cost of the new items to be purchased, it must be done immediately from the company or any expert. It is more advisable to auction old equipment and replace it with the new equipments.

DISPOSAL OF DAMAGED EQUIPMENTS

Some principles are:

1. At the close of the year or when necessary, a stock verification committee of three to five members should be appointed to undertake physical verification of all consumable, semi-consumable and non-consumable equipment-movable and fixtures.
2. Within the given time frame, the committee should inspect all items physically as registered in the stock register/inventories and submit a detailed support to the head of the institution giving a clear picture of the equipment/checked i.e. number of articles, serviceable, unserviceable, repairable, lost, in excess or missing.

3. The store-keeper, there after shall record the value of all articles rendered unserviceable, lost or missing and put up the details to the competent authority(principal or head) who may order writing off the articles in question from the stock register and hence their disposal.
4. The disposal committee may be dispose of the condemned material in the following manner:
 - a. Semi-used or half-serviceable equipment may be disposed of by calling bids or auctioned. The proceeds are to be deposited in the institution's account.
 - b. Obsolete or semi-usable balls, bats etc may be given out in charity to needy institutions or individuals
 - c. Neither usable nor actionable articles may be consigned to fire and the proceedings recorded accordingly.
 - d. Some articles may be re-cycled into use for purposes other than those they were actually meant for
5. The equipment lost or misplaced has to be properly recorded and also written off. The losses not on account of wear and tear and depreciation but due to
 - (a)theft or fraud
 - (b)negligence
 - (c)natural calamities viz fire, flood, rains etc
 - (d)inadvertent cause may be suitably accounted for.
6. All entries in the stock register from the receipt of equipment to the disposal must be initialed by a superior officer other than the store-keeper as a measure of check and trust.
7. It should be ensured that the disposed of material do not get back door entry to the store surreptitiously to replace the new.

CONCLUSION

From the concluding point of view, the stock taking and storing of equipment are as important and procurement of materials, equipment and supplies. Now days, most of the equipments used in sports are very expensive. Due to steep price rise, the purchase of sports equipments goes beyond the budgetary reach of the institution. Some sports items or fitness and training machines are purchased rarely and in a minimum quantity due to their prohibitive costs. Therefore, the users should learn to conserve, preserve and properly utilize the equipment.