

SA Rogaining Association Hash House Guidelines

Updated by Zara Soden, Evelyn Colwell and Ella Robinson 24/5/14. Minor updates 18.10.15, ZS

Introduction

The idea of running a hash house probably seems a bit overwhelming. However, with some planning and the company of friends it is manageable and even fun. It certainly gives you a good insight into the 'other side' of rogaining.

These guidelines are designed to give you a few tips and ideas about running a hash house and where you could go for more information and help. These are guidelines, use your own initiative for sourcing supplies etc. Using local bakeries and butchers near rogain sites supports local businesses and promotes rogaining to local communities.

What kind of catering is needed for SARA's different events?

Event Type	Catering Requirements	Timing	HH volunteers needed
Short metropolitan events 3hr Minigaine & 4hr Twilight	Pizza dinner and cut up fruit	Pizzas to arrive at end of event. If there are two events finishing at different times, ensure appropriate amounts of pizza arrive at each finish time.	About 3 (Or around 1 per 100 competitors)
Bush 6hr	BBQ or pre-cooked meals served at end of event	BBQ or pre-cooked meals are served at the end of event. If there are two events finishing at different times, ensure appropriate amounts of food at each finish time.	About 12 (as this is usually our biggest event) (or around 3 per 100 competitors)
12hr	Pre-cooked meal dinner Breakfast next day	Generally, pre-cooked meals from hour about 5pm onwards. Breakfast from 7am or as advised to competitors. Numbers of participants staying for breakfast will be calculated from entry form.	About 6
24hr	Sat night pre-cooked meal dinner Sun morning breakfast Sun lunch BBQ	Pre-cooked meals from 5pm to 5am. Sun morning breakfast from 5am to 8am. BBQ lunch served from one hour before end of event.	About 8 – it works well to have some extra volunteers rostered just for the bbq.

What is needed for these different components?

Breakfast

Item	Details & Quantities	Source
Cheese toasties (compulsory)	2 pieces of bread, cheddar slice, buttered on outside, toasted on BBQ. (These can be prepped hours in advance.) Allow 2 toasties per competitor.	Supermarket/local bakery near event site
Cereal	Selection of 3 cereals: eg muesli, sport cereals. Allow approx 15g grams per competitor. UHT milk provided by SARA (include some Soy and lactose-free).	Supermarket

Item	Details & Quantities	Source
Yoghurt (optional)	3 or 4 kg yoghurt for 150-200 competitors (one plain greek-style and rest fruit)	Supermarket
Fruit	Have a large bowl of pieces of fruit available	Your preferred fruit supplier
Tea, coffee	Hot water urn to be set up.	Provided by SARA.
Optional extras (if you want to add your own flair)	Could include pancakes, eggs, bacon, french toast etc. Keep an eye on costs.	

Pizza dinner

Item	Details & Quantities	Source
Pizza	Allow 28 x 18" pizzas per 100 people. Source small amount of gluten free pizza (included in the pizza numbers) – and keep it separate. 1/2 of the pizzas to be vegetarian.	Local pizza takeaways. Need to contact several different outlets to ensure sufficient deliveries in short time period. Delivery times should be staggered.
Fruit	250g fruit per person. Use seasonal/well priced fruit. Good options include melons, watermelons, grapes, bananas. Fruit to be chopped at HH for easy eating. Increase fruit allowance to 300g per person if the weather is forecast to be over about 30C.	Paul's Farm (formally Ashbourne Fruit) contact details 85366006, 0419837953, fruitbox50@bigpond.com) or Central market or your favourite greengrocer.
Tea, coffee	Hot water urn to be set up.	Provided by SARA.
Cordial	Mix up at event in large containers provided by SARA.	Provided by SARA.

pre-cooked meal dinner

Item	Details & Quantities	Source
pre-cooked meals	<p>Cover both soups and main dishes. Approx 1/3 should be soup, 2/3 main dishes.</p> <p>One bucket contains approximately 7 litres = 30 serves</p> <p>Allow 0.5 serve of soup and 2 serves of main per person.</p> <p>Eg For 150 competitors you would need 12 buckets (4 of soup, 8 of mains) Ask bucket cookers to cook 2 buckets of each dish, so in example above there would be 2 different soups and 4 different mains.</p> <p>1/3 - 1/2 of pre-cooked meals should be vegetarian – suggest all soups be vegetarian.</p> <p>Ensure at least one main dish is gluten free – use gluten-free ingredients and avoid nuts wherever possible.</p> <p>Format should be at least one soup, one vegetarian option and one carnivore option available at any time.</p> <p>Ingredient lists provided by bucket cookers must be clearly displayed to help cater for people with specific dietary requirements.</p> <p>Buckets are frozen in Adelaide and then transported to</p>	Provided by "Bucket Cookers" who are volunteers organised by the SARA Committee.

Item	Details & Quantities	Source
	<p>event in SARA trailer. They are heated as needed throughout the event.</p> <p>Buckets take a long time to defrost – often started in the shade the day before the event by whoever brings them up from Adelaide.</p> <p>Start heating dishes about an hour before HH opens (longer if still frozen).</p>	
Rice (compulsory)	<p>Allow 2kg per 30 competitors (quantity prior to cooking). Note it is essential that rice is available throughout the serving of the pre-cooked meal dinner to cater for our gluten-free members. Have plenty of uncooked spare rice in case.</p> <p>Easy rice recipe: 1kg rice, 2 L water, place rice and water in large pot, cover with lid, bring to a rapid boil. Keep covered. Turn off heat. Leave to absorb.</p> <p>SARA also has a rice cooker which can be used where the HH has access to electricity.</p> <p>Cook rice in advance , stir with a fork and then transfer to esky to keep warm. Keep topping up as required.</p>	Supermarket or Campbells.
Pasta – suggest penne (compulsory)	<p>2kg per 30 competitors (quantity prior to cooking). Cook as per instructions of packet, suggested in quantities of 1 kg at a time. DO NOT OVERCOOK. Drain using a colander and transfer immediately to an esky for serving and keeping warm. Keep an eye on levels in esky and be ready to cook more. Need at least 2 eskies during rush periods.</p>	Supermarket or Campbells
Salad	<p>Optional for tea.</p> <p>Prepare at the event.</p> <p>Suggest 2 lettuce, 500 g tomatoes, 3 carrots, 2 capsicum, fresh chopped, herbs, 2 cucumber and anything else as desired.</p>	Paul's Farm (formally Ashbourne Fruit) contact details 85366006, 0419837953, fruitbox50@bigpond.com) or Central market or your favourite greengrocer.
Bread	<p>One loaf per 4 people, for whole rogain (including bread for cheese toasties). Less required if there are also bread rolls, mostly white, some multigrain or wholemeal. Keep some bread aside for Sunday lunch.</p>	
Sara Lee or other slab cake	<p>One slab has 40 pieces, allow 1 piece/person at tea (not all will come in for tea if on 24 hr.</p>	Campbell's Cash & Carry Usually SARA orders – confirm with equipment officer, Peter Milne
Fruit@ the HH (not fruit drops)	<p>Have a large bowl of fruit available at the HH</p> <p>Fruit salad is also needed for Saturday night dinner, Sunday breakfast and lunch. Serve with cream, yoghurt and custard. Make extra if weather is warm</p> <p>Quantities below should fill 3x10L buckets, but make it up in 2-3 batches</p> <p>For fruit salad for 150 people for entire event, buy:</p>	Paul's Farm (formally Ashbourne Fruit) contact details 85366006, 0419837953, fruitbox50@bigpond.com), or Central market or your favourite greengrocer.

Item	Details & Quantities	Source
	3x 3.2kg canned fruit salad 3x3.2kg canned two fruits 18 bananas 18 oranges 18 apples 18 pears if in season 3 rockmelons 8 lemons to squirt on bananas	
Tea, coffee	Hot water urn to be set up.	Provided by SARA.
Cordial	Mix up at event in large containers provided by SARA.	Provided by SARA.
Condiments	Salad dressing of your choice, salt, pepper, tomato sauce, grated cheese, butter and margarine .	Supermarket or Campbells, and check SARA supplies.

BBQ - held at close of rogaine, Sunday lunch

Item	Details & Quantities	Source
Meat	2 pieces per person (best to get a mix of sausages including some or all gluten free, patties and small steaks)	Local (to rogaine) butchers eg Orroroo butcher has been good in past, Grant 86581046, or HH coordinators preferred local butcher.
Vegetarian patties	1/2 pieces per person (per total number, not per vegetarian number)	Pre -Purchased (less work) or cooked by HH volunteers.
Cooked onions	At HH discretion. Allow 1/3 onions per person.	
Salad	<p>Green salad (recipe below for 60 people), prepared at event. (makes approx 2 buckets lettuce salad, work on 30 serves/bucket)</p> <ul style="list-style-type: none"> • 5 iceburg lettuce • 2 specialty lettuce • 1/2 red cabbage (optional) • 1 kg carrots – grated or finely chopped. • 1.5 kg mushrooms (optional) • 2 kg capsicum • 3 kg tomatoes • 5 continental cucumbers • salad dressing (optional) • fresh herbs to taste <p>Optional but nice is potato salad and/or coleslaw...</p> <p><u>POTATO SALAD – 2 large bowls full (enough for approx 50 people)</u> 10kg potatoes 1kg whole egg mayonnaise, eg prairie original Ground black pepper Bunch of fresh parsley Bunch of fresh chives 500g peas (optional)</p> <p>Cut potatoes into cubes. Cook potatoes until knife just goes through (ie do not overcook). Drain potatoes and run them under cold water. Otherwise they will continue to cook. Mix through dressing (mayo), fresh parsley, fresh chives, dried basil and black pepper.</p>	Paul's Farm (formally Ashbourne fruit) contact details 85366006, 0419837953, fruitbox50@bigpond.com Central market or your favourite greengrocer.
Bread	See earlier.	

Item	Details & Quantities	Source
Sara Lee or other slab cake	One slab has 40 pieces, allow 2 pieces/person.	Campbell's Cash & Carry
Fruit salad	Made up overnight. See above for recipe and quantities.	Paul's Farm (formally Ashbourne fruit) contact details 85366006, 0419837953, fruitbox50@bigpond.com Central market or your favourite greengrocer. Supermarket or Campbell for tins. Cream, yoghurt, custard from supermarket

HH Responsibilities and Timeline

Before the event:

- Commence with enthusiasm, it will be fun and rogainers will be so glad to see you serving them food!
- Recruit sufficient helpers for your team (SARA committee can help with this)
- Make a shopping list (based on list from Equipment Officer of what SARA already has in stock)
- Coordinate who is buying what and do the shopping (it's a good idea to liaise with the event coordinator at this point). Pre-order 2 – 3 weeks ahead, meat, bread and fruit (can tweak order a week from event).
- Talk to the Event Coordinator for an estimate of numbers, don't forget to include setting, HH and Admin volunteers. A summary of competitor numbers with their HH preferences is available on the SARA website. Contact the Event Coordinator for a login.
- Put together roster for duties during the event (see example)
- Find out from the event coordinator when the HH equipment will arrive at the event site so you can plan your set-up

During the event

- Set up HH. **Allow about 2 hours**, or more if need to set up tents as well.
- **Organise** supplies to allow easy **access and flow** for hash house workers to prepare and serve food, for rogainers to access food .This includes help yourself 'stations' for tea /coffee, bread, sliced fruit and condiments etc. **To assist with flow and for clarity for tired rogainers, place HH signs ('Soups', 'Mains', 'Desert' etc) above or near coinciding serving area.** These signs are kept with the HH gear.
- Have burners ready to finish thawing and start heating at least 1 soup, 1 vege main and 1 meat main from 4 pm and then to cook rice and pasta. Dinner is usually advertised as being available from 5 pm on.
- Write up and display the menu for your rogaîne customers.
- Keep thawing/heating buckets, ensuring there is always at least one soup, 1 vege mains and 1 meat mains as the absolute minimum. Choice is always appreciated, but can be scaled back in the after midnight shift. If a microwave is available, competitors can be directed to heat food between 1 and 5am. Admin staff may also be able to help during the graveyard shift. Someone needs to be present at the HH throughout the event.
- Use pots with snug lids for cooking rice using the absorption method (avoids burning).

Once the food is heated keep the burners turned down low and stir regularly to avoid catching. Can also use the BBQ if conveniently placed to keep pots warm once heated (less chance of catching compared with an open flame).

- **Clean up as you go.**

- Keep a **constant eye** on the **hot water** (unless Jim Casanova is there helping, then he will do this, it is what he does!)
- Set up nice warm dish washing water (1 sudsy, 1 for rinsing) replenish it regularly and you will be loved (or not, if you don't). SARA has big plastic tubs for this.
- HH volunteers will also need washing up water – for washing pots etc
- If available use a microwave for heating meals in the quiet periods in the night.
- **Be prepared for a rush just after dark, steady business through the evening, quiet after 11 pm, breakfast from about 5.00 am** (check what time as been advised), **and the big rush from 11.30 am.**
- Start cooking the BBQ for lunch from 10.30 if you just have 1 BBQ and 1 chef available, you can start later if you have more than 1 BBQ. If the meat is frozen, allow enough time for thawing.
- BBQs can be labour intensive – make sure you have enough people for preparation and cooking, and bringing cooked meat to serving area.
- **Be aware that there will be some competitors who will finish very close to the finish time. They may have been out for 24 hours and will need time to change etc before coming over for lunch. Please ensure there is still some food available for lunch for these competitors up to 1pm.** If you are unsure about who hasn't eaten use the PA to ask people to come promptly.
- If the generator is being used you will also need to be clear about who is responsible for keeping it topped up (uses approx 16 litres fuel in a 24 hour event).
- Remember snacks and treats for helpers (and good coffee).
- Practice **good hand hygiene** – there is antibacterial hand sanitiser in SARA supplies.
- **EVERYBODY** needs to know where the fire extinguisher/fire blanket is and where first aid kit is.

After the event

- At the results ceremony, ask the announcer to make a call for extra hands to help pack up.
- Clean up – Takes 1 – 2 hours depending on helpers and if there is a tent to take down.

Have a list of tasks to do ready for helpers : washing up pots, BBQ trays, packing up left overs (give away fruit, cake and bread; re-store non perishables), packing up all pots, cooking utensils etc as they arrived, digging the hole for any food that needs to be buried

- Offer leftovers to those with hungry dogs and chickens. Otherwise it will need to be buried.
- Offer leftover bread, fruit and cakes to helpers.(Some spare plastic containers for taking home fruit salad and salad could be helpful.)
- Wash and dry all buckets and pots and pans (so much easier if done as you go).
- Pack all SARA supplies and equipment as they came, ready to go back into trailer.

Special Dietary Requirements

SARA does its best to cater for the dietary requirements of members. We provide vegetarian main courses and soups, and gluten-free options. Volunteers who cook buckets of food for our events are asked to provide detailed ingredient lists to allow members to make informed choices. Soy milk is provided at the HH. It is also a good idea to avoid including nuts in HH dishes – or if nuts are included special efforts should be made to make this very obvious when the dish is served at the HH.

How does the money work?

There are several options for handling the food costs before an event. A cash advance can be sought from the Treasurer - receipts must be submitted promptly. Alternatively HH team members can purchase food with own funds and then submit receipts for reimbursement. If suppliers are willing to send an account to SARA, that is also a good option.

Campbell's Cash & Carry

SARA has a membership card for Campbell's Cash & Carry, usually with Peter Milnes. Campbells stock large 3kg tins of fruit, tomatoes etc, and also the frozen Sara Lee cakes. Note that only cash payments are accepted.

Considerations for events with very large numbers

If very large numbers of competitors are expected you may need to make some adjustments to the usual HH set-up. You will need extra volunteers on the day and may need to set up multiple areas for serving food to be able to feed more people quickly.

Water drops

Liaise with setter and event coordinator about purchase of fruit for water drops. It makes sense to get this all at the same time, and usually HH team are responsible for buying water drop fruit.

Fruit to purchase for 100 competitors (approx, can vary with what's in season):

10 kg of apples.

10 kg bananas.

8 kg manderines.

6 kg oranges.

FAQs

Can I buy more gourmet desserts than Sara Lee slab cakes?

SARA competitors like the Sara Lee cakes, and they are actually very good and very well priced. Purchasing cakes/desserts from elsewhere often puts a big dent in your HH budget. But, if you find something that is too good not to try, please touch base with the Event Coordinator to discuss before purchasing.

What equipment does SARA have?

SARA provides tables, burners, lighting, tent if needed, pots and pans and all utensils ,tubs for hot water, tea towels, eskies for storing cooked pasta and rice, cleaning equipment, including wash up bowls, sponges, dishwashing liquid. A microwave and rice cooker are available for powered HH sites.

Related documents

- **Recipe archive**
- **[Bucket Cooker Guidelines](#)** (on the resources section of the SARA website).
- **Equipment list**
- **Example roster and menu**