

SA Rogaining Association Hash House Guidelines

Rev	By	Date	Description
1	Zara Soden, Evelyn Colwell, Ella Robinson	25 May 2014	Initial version
2	Zara Soden	18 Oct 2015	Minor Updates
3	Zara Soden	12 Jun 2019	Minor Updates (toasties)
4	Peter Milnes	20 Mar 2020	Update Pizza Qty
5	Zara Soden	5 July 2021	Separate doc for for community caterers
6.	Zara Soden	23 April 2022	Catering simplification from Summer planning meeting 1

Introduction

The idea of running a hash house may seem a bit overwhelming. However, with some planning and the company of friends it is manageable and even fun. Competitors turning up tired, hungry and cold will be extremely grateful to receive a bowl of something hot.

If you are taking on the important role of Hash house coordinator, you will need to liaise with the SARA Event coordinator for any questions. We can give an estimate of numbers well ahead, and confirm final numbers a week before the event. You will need to cater for competitors, volunteers and any extra campers eg designated drivers.

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. We encourage using local bakeries, supermarkets etc near the rogain site to support local businesses and build positive relationships between rogaining and local communities.

Note -At the start of 2022 the SARA committee decided to simplify catering for events to reduce volunteer workload. The simplified guidelines are below, with additional menu options at the caterers discretion.

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

Event Type	Catering Requirements	Timing	HH volunteers needed
12hr	Pre-cooked meal dinner Breakfast next day	Generally, pre-cooked meals from 5pm onwards. Breakfast from 7am or as advised to competitors. Numbers of participants staying for breakfast will be calculated from entry form.	About 6
15 in 24 hr	Sat night pre-cooked meal dinner Sun morning breakfast Sun lunch.	Pre-cooked meals from 5pm to 11pm. A meat and vege option available after 11 pm for admin volunteers to serve. Sun morning breakfast from 6am to 8am (either community group or SARA volunteers) Lunch served from one hour before end of event.	About 8.
24hr	Sat night pre-cooked meal dinner Sun morning breakfast Sun lunch	Pre-cooked meals from 5pm to 5am. Sun morning breakfast from 6am to 8am (either community group or SARA volunteers) . Lunch served from one hour before end of event.	About 8.

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 1 per competitor. (adjusted June 2019)	Supermarket/local bakery near event site
Cereal	Selection of 3 cereals: eg muesli, wheatbix, sport cereals. Allow approx 15g grams per competitor. UHT milk provided by SARA (include some Soy and lactose-free).	Supermarket
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 and maintained by community caterers.	Provided by SARA.

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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 - 1 serve of soup and 1- 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.</p> <p>Soup: 1 option, vegetarian, it is suggested use coconut milk or leave out milk altogether (can provide on the side) to cater for vegan diets (Vegan = no animal products, including no eggs or dairy. Increasing numbers of rogainers especially younger rogainers choose vegan diets.)</p> <p>Mains:</p> <ul style="list-style-type: none"> - 1 meat option eg bolognese, chicken curry, sausage casserole - 1 vegetarian option - suggested leave out eggs and dairy and offer on the side eg grated cheese as a optional topping <p>Additional options at caterers discretion eg to incorporate favourite recipes but not required.</p> <p>1/3 - 1/2 of pre-cooked meals should be vegetarian – suggest all soups be vegetarian. It is advisable that at least one vegetarian option be vegan (leave out dairy and eggs.)</p> <p>Ensure at least one main dish is gluten free – use gluten-free ingredients and leave out nuts wherever possible due to some participants having nut allergies.</p> <p>Ingredient lists provided by bucket cookers must be clearly displayed to help cater for people with specific dietary requirements.</p> <p>Start heating dishes about an hour before HH opens (longer if still frozen).</p>	Pre cooked by the community catering group unless negotiated otherwise.
Rice (compulsory)	Allow 2kg per 30 competitors (quantity prior to cooking). Note it is essential that rice is available throughout the serving of	Supermarket or Campbells.

	<p>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>	
Pasta – suggest penne (pasta is 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 -optional	<p>Optional. Prepare at the event. Suggest 2 lettuce, 500 g tomatoes, 3 carrots, 2 capsicum, fresh chopped, herbs, 2 cucumber and anything else as desired.</p>	Your favourite greengrocer.
Bread	<p>One loaf per 5 people, for whole rogaine (including bread for cheese toasties). 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 competitors will come in for tea if on 24 hr.)</p>	<p>Campbell's Cash & Carry Usually SARA orders – confirm with equipment officer, Peter Milnes 0451663221, or organise separately.</p>
Fruit at the HH	<p>Have a bowl of fruit available at the HH</p>	Central market or your favourite greengrocer.
FRUIT for FRUIT DROPS	<p>As of January 2022 - fruit drops not occurring unless at setters discretion. Quantities have been kept in this document to not lose this information. 27 kg/100 competitors (adjusted June 2019) 70% bananas, 20 % mandarins, 10% apples Halve quantity for events less than 24hrs</p>	As above
Tea, coffee	<p>Hot water urn to be set up. Needs designated carer takers to maintain for the duration.</p>	Provided by SARA.
Cordial	<p>Mix up at event in large containers provided by SARA.</p>	Provided by SARA.

Condiments	Salad dressing of your choice, salt, pepper, tomato sauce, grated cheese, butter and Nuttalex (vegan and spreads when cold).	Supermarket or Campbells, and check SARA supplies.
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Sunday lunch

Item	Details & Quantities	Source
Pre-cooked meals, soup and mains	<p>Note- unlike Saturday dinner all competitors will be present in a short time frame.</p> <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 approx 0.5 serve of soup and 1.5 serving of main per person.</p> <p>Eg For 150 people (=competitors, volunteers & additional HH only) you would need 10 buckets for lunch (2.5 of soup, 5 of mains) Ask bucket cookers to cook 2 buckets of each dish.</p> <p>Soup: 1 option, vegetarian, it is suggested use coconut milk or leave out milk altogether (can provide on the side) to cater for vegan diets (Vegan = no animal products, including no eggs or dairy. Increasing numbers of rogainers especially younger rogainers choose vegan diets.)</p> <p>Mains:</p> <ul style="list-style-type: none"> - 1 meat option eg bolognese, chicken curry, sausage casserole - 1 vegetarian option - suggested leave out eggs and dairy and offer on the side eg grated cheese as a optional topping <p>Additional options at caterers discretion eg to incorporate favourite recipes but not required.</p> <p>Ensure at least one main dish is gluten free – use gluten-free ingredients and leave out nuts wherever possible due to some participants having nut allergies.</p> <p>Ingredient lists provided by bucket cookers must be clearly displayed to help cater for people with specific dietary requirements.</p>	Precooked by community group unless negotiated otherwise.

	Start heating dishes at 11 am- an hour before the end of the event (longer if still frozen).	
Rice	<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>	
Pasta	<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>	
Fruit salad	<p>Fruit salad for Sunday lunch. It is nice but optional to serve with cream or custard or yogurt. 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: 3x 3.2kg canned fruit salad 3x3.2kg canned two fruits 8 bananas 8 oranges 8 apples 8 pears if in season 3 rockmelons (optional) 8 lemons to squirt on bananas</p> <p>A bowl of fresh fruit is also appreciated</p>	
Salad (optional, more work)	Green salad (recipe below for 60 people), prepared at event.	

	<p>(makes approx 2 buckets lettuce salad, work on 30 serves/bucket)</p> <ul style="list-style-type: none"> ● 5 iceberg 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... If this is made you could reduce bucket cooking.</p> <p><u>POTATO SALAD – 2 large bowls full (enough for approx 50 people)</u></p> <p>10kg potatoes 1kg whole egg mayonnaise, eg praise original or vegan option such as tahini. 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>	
Bread	See earlier.	
Sara Lee or other slab cake	One slab has 40 pieces, allow 2 pieces/person.	Campbell's Cash & Carry

HH Responsibilities and Timeline

Before the event:

- Commence with enthusiasm, it will be fun and rogainers will be very glad to see you serving them food!
- Recruit sufficient helpers for your team.
- Coordinate who is buying what and do the shopping (it's a good idea to liaise with the event coordinator or SARA Hash house contact person at this point). Pre-order 2 – 3 weeks ahead, (can tweak order a week from event).
- Talk to the Event Coordinator for entry numbers, 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
- 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.
- Prioritise good hand hygiene. Have hand sanitiser nearby and remind everyone to use frequently. Wipe down serving spoon handles regularly. Serve food for competitors, rather than self serve.
- **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 the 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.
- Note competitors will come in gradually from late afternoon, some won't come in at all and will stay out all night (10 - 20 %)
- Write up and display the menu for your rogaîne customers.
- Keep thawing/heating buckets, ensuring there is always a soup, 1 vege mains and 1 meat main.
- In quiet periods prepare cheese toasties (bread buttered on the outside, cheese on inside) for breakfast.
- 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).
- Depending on what has been planned beforehand, usually the admin overnight team can also serve hash house food from 11 pm. Leave some food available for rogainers between 11 pm - 6 am. If possible have admin check flight plans to see how many teams may come in during the night.
- **Clean up as you go.**
- Keep a **constant eye** on the **hot water** and regularly add small amounts of water to top up. Set up nice warm dish washing water (1 sudsy, 1 for rinsing) , replenish it regularly and you will be loved. SARA has big plastic tubs for this.
- HH workers will also need washing up water – for washing pots etc
- If available a microwave can be used 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 has been advised), and the big rush from 11.30 am.**
- **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, 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 who are staying over or those with hungry dogs and chickens at home. 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.)
 - Thoroughly 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.
 - Divide up rubbish to be taken by community caterers. SARA volunteers can take compost scraps and recyclables the community group can't.

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. It is advisable to leave dairy products out of vegetarian meals so that people following vegan diets (no animal products) can eat these too. This is a group that is likely to grow in numbers. Please 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.

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**

Archived - Fruit Quantities for water drops. Not ongoing except at setters discretion.

27 kg/100 competitors (adjusted June 2019)
 70% bananas, 20 % mandarins, 10% apples
 Halve quantity for events less than 24hrs