



**Fédération Internationale de Ski
International Ski Federation
Internationaler Ski Verband**

Memorandum for the Technical Delegate

Memento du Delege Technique

Memento des Technischen Delegierten

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The Alpine TD on the Internet

- www.fis-ski.com
- [ftp.fis-ski.ch](ftp://ftp.fis-ski.ch)
- Alpine
- Member Services
- Launch
- Guest or Login with password
- Sub-Committees
- Technical Delegates
- Agendas
- Minutes
- Forms
- Forms Package
- TD Education
- Other Information

Foreword

Despite the continuous evolution of Alpine ski racing the important role of the Technical Delegate (TD) has not changed. The TD remains the central figure at International competitions representing the International Ski Federation (FIS) and whose role is to ensure that the athletes, coaches and organisers are satisfied with the outcome of the competition.

This memorandum is designed to stimulate the TD in a difficult, demanding and most interesting role. It assists in outlining the thought process required to manage Alpine competitions and provides a series of guidelines for consideration throughout an assignment. This document is not a 'stand alone' booklet but a simple guide and prompt and should be read in conjunction with the International Ski Competition Rules book IV.

If the TD continuously addresses the management tasks involved in Alpine ski racing then the outcome should be a most successful competition. The TD however cannot be omnipotent; teamwork and leadership are necessary and must always be at the forefront of any thought process.

The Technical Delegate (TD)

The Technical Delegate (TD) does not usually come into the ski world's public eye until there are protests, postponements or cancellations due to poor weather conditions. Unprepared, the TD could become a scapegoat should things go wrong and may be made to look inept by the media. This guide is intended to bring more light to the activities of the Alpine TD and to convey a better understanding of his/her duties, the importance of which is usually noticed only by insiders.

Official FIS Representative

The TD is primarily the official representative of the FIS and as Chairman of the Jury s/he fulfils an important function. S/he is not there to issue 'apparently' official opinions of the FIS or the FIS President but rather to:

- Reach and carry out correct decisions with the support of the Jury and see that the FIS Rules and Instructions are followed
- Supervise the running of an event
- Assist the organisers

The 'Ideal' TD

The 'ideal' TD is an honest, well-mannered and diplomatic person enjoying leadership qualities that, with the assistance of the Jury, enable him/her to:

- Judge situations quickly and correctly
- Order appropriate and timely measures
- Make clear-cut decisions
- Give clear and well thought out directions
- Organise inspections
- Consider how s/he will decide or react on circumstances that may arise

The TD must be able to ski well, be prepared to carry out all administrative duties and be able to project him/herself as a personality.

This list above shows that the 'ideal' TD simply does not exist! We are all human and make mistakes, but we learn from them. When confronted with new or unfamiliar situations, however, experience can often minimise the extent of an error so that it goes unnoticed by outsiders.

Education

How does one become a TD? Training and experience are the guiding principles. National Associations (NA) or the designated responsible person (the TD commissioner) submit names of suitable candidates who, as organisers of ski events, coaches, competitors or Jury members, bring with them the practical and theoretical experience required for the appointment.

First Year (Applicant):

The applicant must:

attend the annual TD Update held by the NA (May-June Southern Hemisphere, October-November Northern Hemisphere)

- Attend two FIS races held in his/her country in order to gain experience under the supervision of the local TD Commissioner or his appointed representative
- Complete the official reports for these assignments and send them to his/her TD Commissioner, with copies to the FIS (in an official language)

At the end of the season the NA or the designated responsible person (the TD Commissioner) applies to the FIS for official acceptance of the applicant, copy to the TD Commissioner

Second Year

The applicant must:

- attend the annual TD update,
- Must pass the written and oral entrance examination conducted in an official FIS language.

As a Candidate

Is assigned under the supervision of a TD Examiner (generally from another country) to a:

- Practical assessment (Downhill)
- Practical examination (technical event - acting as the TD)
- Complete the official reports for these assignments and send them to his/her TD Commissioner, with copies to the FIS (in an official language)

The FIS Office will verify all the information and reports from the candidate and examiners and provide the necessary details to the sub-committee for TDs

The sub-committee may decide not to issue a TD licence if the candidate has not completed all requirements or is deemed to be unsuitable. In this event the sub-committee may decide whether the candidate may continue to train as a FIS TD and, if so, which parts of the procedure have to be repeated.

If the candidate is considered to be suitable s/he will be appointed as an official FIS (Alpine) Technical Delegate at the next TD Update.

The numbered licence that the TD then receives is valid for one year and obliges him/her to participate in an annual Update each year.

In-service Training

In-service Updates are held each year and are organised by the local TD Commissioner in conjunction with FIS in order to prepare TDs for forthcoming duties.

Assignments

Each year the sub-committee for Alpine Technical Delegates assigns one or more competitions during the coming winter to the TDs. Depending on the importance of the event, the Alpine Committee or the FIS Council make the final decision of TD assignments.

Duties of the TD

The duties of the TD are extensive. S/he is exposed to many stressful situations during assignments, especially when conditions are not optimal. The TD's most important instruments are the Jury and the Team Captains' Meeting where s/he can exert influence. Here the test will be whether the TD can skilfully assign clear and unambiguous duties to the race organisations' staff, to motivate all in seeking and proposing solutions, to weigh advantages and disadvantages and to come to decisions.

Before the race

The TD:

- Reviews the homologation file and consults the organiser about any possible special authorisation. If the TD establishes that no homologation exists s/he must cancel the race unless exceptions exist (see Art. 650)
- The TD reads the TD reports from previous events on the competition slope and checks whether any improvements proposed in these reports have been carried out.
- Requests and inspects the Public Liability Insurance certificate as required by Art. 212 and reports to the FIS if necessary.
- Inspects the competition and training courses.
- Supervises compliance with Art. 704 concerning official training.
- Inspects the flex poles and gate flags.
- Collaborates in the administrative and technical preparations.
- Checks the official entry lists, including the FIS points.
- Checks on the provision of sufficient radios, and separate frequencies for all Jury members.
- Takes note of accreditations and any authorisation for entry to the competition slope.
- Checks over the race course/s with regard to preparation, marking, crowd control as well as the layout of the Start and Finish areas.
- Supervises course setting together with the Jury.
- Checks on the location of television towers and sees that they are adequately protected.
- Supervises the locations of the first aid service along the competition slope as well as the overall organisation of medical care.
- Checks on all technical installations such as time keeping, hand timing, communications, lift transportation, etc.
- Is present in the race area during all training.
- Takes part in all meetings of the Jury and Team Captains.
- Works closely together with the officials of the Organising Committee and the FIS Technical Advisor (if present).
- Is Chairman of the Jury with a casting vote in the case of a tie.
- Where necessary, appoints members of the Jury.
- Has the right, if a Slalom or Giant Slalom cannot be carried out on a homologated course due to 'force majeure', to move the race to a 'substitute course' proposed by the organisers. This is on the explicit condition that homologation requirements can be fulfilled. For Downhill and Super G it is only possible to shorten the race on the homologated course. The minimum prescribed vertical drops must, however, always be observed.

During the race

The TD:

- The TD must be present on the competition slope and in the course area.
- Works closely with the Jury, the team captains and coaches.
- Observes that the rules and directives in regard to advertising on clothing and race equipment are obeyed.
- Supervises the technical and organisational conduct of the event.
- Advises the organisation concerning the observance of FIS Rules and directives.

After the race

The TD:

- Assists in compiling the Referees Report and posting disqualifications.
- Calculates the race and penalty points for the individual races. If computer calculates these points it is the duty to the TD to re-check the points and

confirm their accuracy with her/his personal signature. Above all the TD checks that the correct F-factor value has been used for each discipline.

- Presents properly submitted protests to the Jury for decision.
- Signs the official results lists established by the race secretary and gives authorisation for the official award ceremony to take place.
- Completes the TD Report, including any supplementary reports and is responsible for ensuring that they and the Timing Report are dispatched to the FIS Office within three days.
- Checks email receipt of results confirmation from the FIS office.
- Presents to the FIS any proposals for changes to the competition rules on the basis of practical experience at the event in question.

In general:

The TD:

- Decides on questions that are not already covered, or are insufficiently covered, by the FIS Rules. In so far as these have not already been decided by the Jury and do not fall within the jurisdiction of other authorities.
- Works very closely with the Referee and Assistant Referee.
- Has the right to propose to the Jury the exclusion of competitors from participation in the race.
- Has the right to obtain support from the Organising Committee and all officials under its jurisdiction in all matters necessary to fulfil his duties.

The 10 TD Rules

1. Decisions in the Finish after course inspection
If there are important decisions to be taken after course inspection, these should only be taken after the entire competition slope has been inspected.
2. No Team Captains' Meeting without a preparatory Jury meeting
The Jury should prepare the Team Captains' Meeting so that the team captains and trainers only need to ask questions concerning details. If not all members of the Jury are present before the first meeting, the TD and Chief of Race (CoR) prepare the meeting so that as few questions as possible remain open.
3. Radio Discipline
The radio is not a telephone but a vital control instrument. It is to be used for important communications only and during a race 'radio silence' is in force except for the control of critical situations.
4. Listening and posing questions
An experienced TD listens attentively and poses searching questions in order to elicit all necessary information.
5. A Quiet Place
The Jury gather in an appropriate and quiet place where no one can overhear discussions.
6. If in doubt, provisional start
For re-runs, false starts etc, always grant a provisional start unless there is conclusive evidence to deny such a start.
7. Exhaust all information channels
Before the Jury reaches a decision all possible information should be gathered and used during Jury deliberation.
8. Unanimity
The TD should strive for unanimous Jury decisions whenever possible.
9. All's well that ends well
The race is only finished when there are no more open questions.
10. Make positive decisions
In cases of doubt, decide in favour of the athlete, the subject or the sport.

The Team Captains' Meeting

The Team Captains Meeting is the most useful leadership tool that the TD has and should be a showcase piece of management. The meeting should reflect the professionalism of both the Jury and the Organisation Committee. It should be short, to the point and extremely well prepared. With ill prepared meetings, unclear directives, an unclear timetable or program, the chances of confusion the following day are high. This could lead to friction between teams, or between teams and the Organising Committee, generating complaints and discord that create an unnecessarily negative atmosphere during the competition.

It is not absolutely necessary for the TD to chair the Team Captains meeting, should s/he be required, in the course of their duties, to be elsewhere. The TD must, however, prepare it ahead of time with the Jury and Organisers. It may be that the OC sets great store in chairing the meeting themselves if they have a person (Chief of Race) capable of doing so.

The Team Captains Meeting must be

- short
- precise and to the point
- clear

All-important points are to be kept in written minutes and translations, where necessary, are to be arranged (FIS languages).

The FIS official forms are to be used where applicable and particularly for the program, roll call and minutes. A Check List for the Team Captains Meeting is at Annex B.

Aids for Leadership

The TD has a very important and many-sided task to accomplish, particularly when unexpected situations arise that are not dealt with in the ICR. The TD must constantly strive to consider each and every decision to the fullest degree in order that s/he does not have to return to the thought process again.

Today the International ski race environment is very professional and the TD must strive to 'speak the same language', work closely together with Jury and to use Team Captains' Meetings as an important instrument of leadership.

In the framework of the annual TD Update, the sequential steps of leadership progression are taught and practiced using examples from actual event situations. This is to ensure that the TD learns to make decisions in the correct manner, whilst taking note of the knowledge of professional coaches and other officials.

The Leadership Sequence

1. Grasping the Problem

- What is it all about?
- Structure of the problem
- People involved

2. Setting of Goals

- Minimum
- Maximum

3. Planning

- Establishment of procedural policy

4. Immediate Steps

- Priority changes
- Formation of ad hoc teams
- Gain specific information

5. Reaching Decisions

- Judgement of the situation
 - Analysis of the current situation
 - Investigation of similar cases
 - Examination of potential problems
 - Comparison of alternatives and variations
- Coming to a decision

6. Communication

- Briefing to set goals
- Announcement of general instructions
- Weather

7. Distribution of Tasks

- Issuing of instructions
- Influence by motivation

8. Coordination

- Define and allocate areas of responsibility
- Set deadlines

9. Supervision

- Spot checks
- Making reports (timings/deadlines)

10. Confirmation

- Confirm priorities and tasks
- Any questions?
- Next meeting/deadline

Leading Discussion

The TD must make sure that s/he leads the discussions and that they remain focused. General chatter about irrelevant subjects should be firmly stopped. Every one present will appreciate a TD who clearly and succinctly presents a subject to be discussed, weighed, and resolved - particularly when a decision is required. If the TD follows the guidelines laid out below and the leadership sequence outlined earlier, all forms of discussion leading to decisions will be much simpler. Depending on the circumstances, the TD should select either the 'tight framework' programme (e.g. if time is pressing - few possibilities) or the 'extended framework' (where more deliberation time is available).

Tight Framework:

1. Outline the situation and explain topics for discussion (agenda)
2. Propose a solution with at least one alternative
3. Brief period of thought (brain-storming)
4. Ask for opinions in strict order (Start and Finish Referees, if necessary, Chief of Race, Assistant Referee, Referee)

5. Cross questioning, clarify any uncertainties
6. Vote in strict order (as in point 4 but without Start & Finish Referees or Assistant Referee in SL and GS, except in OWG or WSC). The TD is to vote last (casting vote)
7. Compose the decision: 'The Jury has decided...'
8. Minute and promulgate the decision.

Extended Framework:

1. Outline the situation and explain topics for discussion (agenda)
2. Seek a decision through open discussion by:
 - Brain storming (absolutely no criticism, allow free reign of thought, the more ideas the better, develop each thought further, but limit time.
- Or:
 - Guided discussion (summarise, question, supplement)
3. Reduce the most important ideas for a solution to two or three alternatives and consider assigning weighting values
4. Evaluate each alternative by discussion (establish priorities)
5. Put proposed solution and alternative to the vote (pt. 6, tight framework above)
6. Compose the decision: 'The Jury has decided...'
7. Minute and promulgate the decision

Sanctions – Using Legal Procedure

1. Think – Do not rush
2. Hearing – Accused has the right to be heard
3. Facts – You must have them
4. Consider – Discuss all options
5. Decision – Make any punishment fit the 'crime'
6. Written – All Jury decisions must be documented
7. Deliver – FIS, National Association, Person

Security (Safety) – The 13 points

Security is the prime responsibility and concern of the TD who must therefore take every possible precaution to prevent accidents, particularly to prevent injury to competitors. Important points to be considered are:

1. Security (cordon off) of the competition, training and warm-up slope.
2. Inspection of competition slope edges and particularly the fall zones. There must be sufficient snow coverage.
3. Cover rocks and other obstacles with snow and/or sufficient padding.
4. Check on course barriers, in fall zones no solid fences without adequate protection.
5. Check on the security nets, catch strength, length, anchoring.
6. Inspect the course setting paying particular attention to fall zones.
7. Correct positioning of flex-poles for Slalom and Giant Slalom (the hinge element must not protrude above the snow).
8. Check the flex poles and flags for splintering material, exposed metal parts, flag fastening.
9. If necessary, erect movable security netting in direct fall zones, on the outer edges of turns, etc.
10. Check the last gates for unimpeded run-in line and speed.
11. Check the protection of the Finish posts (wide enough, with vertical banners, where possible, for Down/hill and Super G).
12. Check the protection of the Intermediate and Finish Timing equipment.

13. Check the Finish (preparation, run-out sufficient for arrival speed, layout, protection, security, spectator control).

Security Issues – Points to note

- Course setting is critical to control speed.
- Turns must be completed.
- Width is required - critical to course setting.
- Many courses are not wide enough.
- 'B' security netting takes space – 3 rows = 6-10 m.
- Keep skis on their edges – not flat.
- Jumps and their take-off and landing zones must be properly prepared.
- Take-off zones are often 10-30 m back from the edge of the jump.
- Ladies must stay close to the ground – impact on landing.
- Ladies have 30% less strength.
- Ladies average speed 100kph.
- Maximum speed 125-130 kph – not more.
- Observe caution if Ladies and Men share same course.
- Sitting back can create a 'launch' effect.
- Skis no longer slip sideways – no speed control.

Security – The Message

- Competitors making contact with the security systems must always be the last resort.
- Course preparation is vitally important.
- Course setting controls the competition.
- The width of the competition slope must always be considered.

<h3>Guidelines for Action in the Event of a Serious Accident</h3>

The following guidelines will enable the TD to ensure that a serious accident in Downhill or Super G training or competition, or if the situation arises, in Giant Slalom or Slalom, is correctly documented. These guidelines are, however, not exhaustive and can be added to where and if necessary.

A serious accident should be viewed as one or more of the following:

- The accident is the result of a competitor/racer leaving the race course and sustaining injury whilst competing
- A coach, trainer, official or spectator is involved an accident, in conjunction with the competition
- An accident that has any unusual or extenuating circumstances
- An accident that results in serious injury or death

Recommended actions to be taken are as follows:

1. Compile lists of key personnel involved:

- List of all race organisation personnel
- List of all accident eye witnesses
- List of all on-hill photographers, especially video and/or TV

2. Collect written reports from eyewitnesses

3. Acquire pictures of the following:

- Video-tape, where possible, of the course and competition slope including the accident site

- Still photographs of the accident site, course and competition slope around the site that may show terrain, gradient, snow conditions etc.
- Existing protection around the accident site
- View of the competition slope from above and below the accident site

4. Sequence of Events

Prepare a detailed chronological sequence of events leading up to and after the accident including follow-up actions

5. Medical Services and Ski Area Management

Prepare detailed notes on the extent to which the medical services and ski area management were involved, including contacts made, information released, etc.

6. Include in or with the Technical Delegates Report:

- Detailed report of the accident in the form of the official TD Accident Report
- A copy/photocopy of the Medical Services report
- Detailed description of course security (safety) protection, including references to the homologation report, Technical Advisers Report, previous TD Reports.
- Jury and Team Captains Meeting minutes and Attendance Record
- List of eyewitnesses including addressees, telephone numbers and email addresses.
- Where the video tapes and photos as well as the lists mentioned in 1 and 3 may be found, and who has access to them

A copy of the Accident Report form is at Annex A.

Reports

Before leaving the site of an official assignment the TD must ensure that the following questions are dealt with:

- Have I completed and signed all the forms necessary for this assignment?
- Does any other person(s) have to sign any of the documents?
- Have I prepared everything in accordance with the instructions at the end of the TD Report, ensuring that the correct documentation reaches those who require it?
- Have I left any questions 'open' and have I entered, where necessary, any recommendations on the report?
- Have I done everything possible to ensure that the results list reaches the FIS Office as soon as possible?

Important:

The TD must complete the official TD report within 3 days of the competition and send copies to:

- the FIS (see note)
- the National Association of the organising country
- the Organiser
- the TD Commissioner of the TD's National Association *

Should it be necessary, send the Additional Report to the Chairman of the Committee for Alpine Courses.

*Attached to the Report are:

- Start Lists and Finish Lists with race points
- Penalty Point calculations

- Timing Reports
- The minutes of Jury decisions and Team Captains Meetings

The TD's Outfit and Equipment

The work of the TD on the course is frequently demanding and time-consuming. The TD must therefore take particular care to come equipped for the task ahead. Besides the usual ski outfit, s/he should not forget foul weather clothing and a small backpack.

The following documents should be taken along:

- A current ICR Vol. IV with any valid precisions and, depending on the assignment, a valid rulebook for World Cup or Continental Cup.
- The most recent FIS Point List.
- Rules of the FIS Points.
- A pocket calculator capable of calculating race and penalty points.
- The FIS Report Forms.
- Other relevant quotas, forms and booklets received from the FIS
- Any further directives published by the FIS
- An altimeter.

Further equipment that may be useful:

- Measuring tape (to check gate widths).
- Snow thermometer.
- Passport sized photographs for ski passes etc.
- The most recent FIS bulletin (addresses, abbreviations)
- Large envelopes for mailing.
- A camera.

Job Description of the Chief Race Director, Race Director and Technical Delegate in Alpine World Cup events

(Chief Race Director as Referee and the Race Director as Assistant Referee)

I. Background – Fundamentals

1. Due to the implementation of a separate set of rules valid for Alpine World Cup events the Chief Race Director assumes the role of the Referee whilst the Race Director takes over as Assistant Referee. This shift in authority gives the Referee the final decision in all matters covered in the technical realm (the areas bounded by the perimeters of the competition, namely the Start area, competition slope, race course and Finish area) whereas the Technical Delegate is involved in all administrative tasks (all areas of responsibility outside the technical realm)
2. In order to de-conflict areas of responsibility it is deemed advisable to provide detailed job descriptions.
3. In individual cases it will depend whether a decision, responsibility or other authority refers more to the technical or administrative domain. In all critical cases, that is in cases where both the Technical Delegate and Chief Race Director (Referee) are competent to make decisions, the final decision rests with the Chief Race Director and his authority is binding. The Chief Race Director is however to avoid assuming responsibility for areas that clearly do not fall in the technical area.
4. There are certain tasks and responsibilities however that, according to the (Alpine) ICR, are directed at both the Race Directors (Referee and Asst. Referee) and the Technical Delegate; the shift of responsibility and authority in Alpine World Cup is therefore two fold.

- a. The Chief Race Director assumes the role of Referee, assigned to him by the ICR.
- b. The Chief Race Director assumes some of the tasks of the Technical Delegate, as assigned in the ICR, limited however to the technical aspect of the TDs role. (Note: as Referee he becomes the Chairman of the Jury as well)

According to the World Cup rules the Race Director assumes the role and tasks of the Assistant Referee during Downhill and Super G. In this position he has the final decision regarding the technical equipment and final implementation of security measures on the competition slope. These rules are valid for the Olympic Winter Games as well as for World Championships.

The following illustrates the activities assigned to the Chief Race Director, the Race Director and the Technical Delegate by the current regulations for Olympic Games, World Championships and World Cup or those activities that each assumes.

II. The Chief Race Director

1.

- **Art. 601.4.5** is the chairman of the Jury; he leads the meeting
- **Art. 601.4.5.4** in the case of parity of votes, his vote is decisive
- **Art. 601.4.6.3** has the right to make a motion to exclude an athlete on grounds of a physical or technical lack of ability
- **Art. 601.4.9.4** the decisions of the Chief Race Director are binding on the Race Director (Assistant Referee), in so far as they do not refer to technical equipment or to security measures on Downhill and Super G competition slope. In Giant Slalom and Slalom, s/he has the right to change the course, including adding or removing gates, should the Chief Race Director be alone on the competition slope his decision is final.

2. Art. 601.4.9.1

- Checks the race course
- Checks on training or warm up slopes
- Makes random checks on the gate flags in Giant Slalom
- Takes part in the technical preparation of the competition
- Checks whether there is sufficient radio equipment for all members of the Jury
- Arranges agreements regarding accreditation and admission to the competition slope
- For Giant Slalom and Slalom: checks the positioning of the television towers and ensures that the security measures are adequate, checks the competition slope for preparation, marking, security measures, as well as the erection of the Start and Finish areas.
- Confirms the positioning of medical services along the course as well as the general organisation of medical support
- Is chairman of the Jury with a casting vote in the event of a tie
- Elects members to the Jury
- In the event that a World Cup event cannot take place on a homologated slope the Chief Race Director has the authority to use a substitute slope proposed by the Organiser. This slope however must guarantee that the competition can be run according to current regulations, for Downhill and Super G in agreement with the Race Director.

3. Art 601.4.9.2

- Supervises the technical aspects of the event
- Punishes any violations of rules (Art. 224) in the technical realm

4. Art 601.4.9.3

- In the case of protests, he is chair of the Jury
- Proposes changes regarding the technical realm of competition rules to the FIS Office, using his experience gained while participating in the respective event.

5. Art. 601.4.9.4

- Decides on questions in the technical realm that are not covered by the FIS Rules and Controls, as long as these have not been settled by the Jury as providing they do not interfere in the Jurisdiction of other groups or authorities
- Has the authority to determine, prior to the start or during the competition, that the requirement for a regular run of the competition do not or no longer exist
- Has the authority to stop/cancel the competition
- Has the authority to ask for the support of the organising committee and their officials in order to be able to adequately fulfil all tasks assigned to him

6. Art 641.6

- Protests against the Chief Race Directors decisions regarding the interruption of a competition (Art. 625.1)
- Protest against other decisions of the Chief Race Director (Art. 641.6)

III. The Race Director (in Downhill and Super G competitions)

1. Art. 603.4.5

- Sets the Downhill course after discussion with the nominated liaison coach (Art. 2.1 WC rules)
- Has the authority to change the course (DH/SG), including adding or removing gates; if he is alone on the competition slope his decision is final

2. Art. 601.4.9.1

- Checks the race course and the security measures in force
- Orders security measures to be implemented
- Verifies whether there are any existing training slopes
- Makes random checks on the gate flags
- Participates in the technical preparation of the competition
- Checks the competition slope with regard to preparation, marking, cordoning off and security measures, as well as the erection of the Start and Finish areas.
- Checks the positioning of television towers and ensures their security where necessary

3. Art. 601.4.9.1

- is included in the decision-making process regarding the choice of an alternative course

IV. The Technical Delegate (precision to the ICR)

1. Art. 601.4.9.1

- Examines the homologation documents and inquires of the Organiser where any special permits exist
- Should no homologation be present, it is his duty to inform the Chief Race Director
- Reads TD reports from previous races run on the competition slope and checks whether any administrative improvements have been implemented
- Checks (Art. 212) that sufficient insurance coverage is present and if necessary informs the FIS
- Assists in the administrative tasks involved in the competition preparation
- Checks the official entry list, including WCSL and FIS points
- Is present on the competition slope during all training
- Participates in all Jury and Team Captains meeting
- Co-operates closely with the officials of the Organising Committee

2. Art. 601.4.9.2

- During the race s/he is obliged to be present on the competition slope
- Co-operates closely with the Jury, team captains and trainers
- Supervises the observance of all valid rules and directions governing advertising on clothing and competition equipment
- Supervises the administrative aspects of the competition
- Advises the Organisation with regards to FIS regulations, precisions and directions
- Punishes any violation of the rules within the administrative realm

3. Art. 601.4.9.3

- Assists in compiling the Referees Minutes
- Calculates the race points and penalties; should these be generated by computer program the TD verifies the result with his/her signature. The TD further ensures that the correct discipline-orientated F-factor has been used in these calculations
- Presents valid protests to the Jury for final decision (chair of the Jury is the Chief Race Director)
- Provides the FIS Office as well as all other authorised recipients with the TD Report, and if necessary any additional report, within three days of the race
- Proposes changes regarding the administrative realm of competition rules to the FIS Office, using his experience gained while participating in the respective event.

4. Art. 601.4.9.4

- Has the authority to decide certain issues in the administrative realm that are not completely covered by the FIS rules, as long as these are not decided by the Jury nor interfere in the jurisdiction of other groups or authorities
- Co-operates closely with the Chief Race Director (Referee) and Race Director (Asst. Referee)

V. Common Authority

This results from the general rules mentioned earlier; it is possible that in individual cases the Chief Race Director or the Race Director assumes other tasks than the ones assigned to them, for instance the inspection of homologation documents, inquiring after special permits, inspection of previous TD Reports, as well as checking on proposed improvements and the filing of Referee Minutes, etc.

It is most important that all leading officials at a World Cup competition approach their task with discernment and courage as well as with a total commitment to co-operation and co-ordination. Ideally a unanimous decision is always the best one to have.

It is most important that the Technical Delegate is respected as the official representative of the International Ski Federation at the site of the competition and as such has to fulfil all the tasks associated with this appointment, including that of the representation of the FIS.

T D - A C C I D E N T R E P O R T

In the event of a serious accident at a competition, the Technical Delegate (TD) must complete this accident report and submit it along with the Technical Delegate Report in the results package sent to the FIS. If a copy of the official accident report of the professional patrol or rescue squad is available, that report should be submitted in addition to this TD report.	
TD Name:	TD Number:
Competition:	
Location:	Date:
Organizer:	Discipline:
Course/Trail Name:	
Homologation Number:	
Description of Location of Trail/Course, including references to slope, terrain, gradient, snow conditions, and safety protection:	
(Please attach sketch)	
Time of Day:	Weather Conditions:
Name (of accident victim):	
Indicate: Racer / Coach / Official / Other:	
Address:	
Tel (home):	Age:
Reported or suspected injuries:	

Describe first aid and evacuation:	
Evident cause(s) of accident/injury:	
(Note all that may apply or may have contributed [X])	
Attempted Recovery	
Avoiding Obstacle in Course	
Snow Conditions off Course	
Avoiding Official in Course	
Visibility	
Collision with Official in Course	
Binding Release/Equipment Failure	
Collision with Spectator	
Inability to handle Technical Difficulty in Course	
Other causes or contributing factors in your opinion:	
Narrative description of incident:	
First Witness:	
Name:	Age:
Address:	Tel (H):
	Tel (O):
Witness's Account of Incident (who, where, when, what happened):	
(Attach additional sheets, if necessary)	

Additional Witness:			
Name:		Age:	
Address:		Tel (H):	
		Tel (O):	
Witness's Account of Incident (who, where, when, what happened):			
(Attach additional sheets, if necessary)			
Additional Witness:			
Name:		Age:	
Address:		Tel (H):	
		Tel (O):	
Additional Witness:			
Name:		Age:	
Address:		Tel (H):	
		Tel (O):	
Additional Witness:			
Name:		Age:	
Address:		Tel (H):	
		Tel (O):	
Additional Witness:			
Name:		Age:	
Address:		Tel (H):	
		Tel (O):	
Is there a videotape, film or still photo record of the incident?			
		yes	no
If Yes: Where may the record(s) be found, who is the contact person(s), and who has access?			

List the key race personnel involved:	
Chief of Race:	
Address:	Tel (H):
	Tel (O):
Referee:	Tel (H):
	Tel (O):
Others (note position):	
	Tel:
	Tel:
	Tel:
<p>Technical Delegate's Description and Commentary: Please use this sheet to provide any additional comments on the incident, including references to course preparation, Team Captains' and Jury meetings, inspection, training, homologation file and previous TD reports, related incidents, etc.; comments on actions after the incident including contact with ski area management, information given to the media, media contact person; and contact with the accident victim, family and representatives after the incident. Your assistance in providing a complete record is most important.</p>	
<p>The information provided by this report is very important for FIS records. It should be treated as confidential information and should not be released to the public, media, coaches, etc. This report will be treated confidentially by FIS.</p>	
Date:	Signature:

ChS/18.10.05/unfrappe.doc



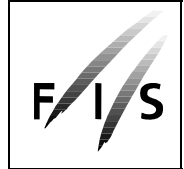
CHECKLIST FOR TEAM CAPTAINS' MEETING



ICR ART.	AGENDA	CONTROL			NOTES
		1	2	3	
213/216	1. Welcome/Introduction/Roll Call/Attendance List/Agenda				FIS form
603.3.7	2. Approval of minutes of the last meeting				FIS form
603.3.1 603.4 605 607 215 704 217/621 608.1 617.2.2 206/207/222 213/704/804 219/618	3. Technical Part <ul style="list-style-type: none">• Appointment of jury• Appointment of course setters• Ratification of forerunners• Classification WC and COC• Updating of entries• 1st training list and others• Drawing of lots• Wearing of start numbers• Rules for protests (15')• Start list of 2nd run• Report of the day by the O.C.• Report by the Technical Delegate• Report by the other members of the jury• Review of the intended programme (good or bad weather)<ul style="list-style-type: none">- Weather forecast- Orientation of the courses in the area- Inspection of the course- Course preparation- Medical services- Training course• Proposal of team captains• Final programme<ul style="list-style-type: none">- First run on lift- Jury meeting at start or at finish- Time and place of prize giving• Distribution of radio equipment (Jury)				603.4.9.1 WC and COC list FIS Quota (WC/COC/FIS) 621.7 603.4.6/621.9 640 621.10 603.4.9 904/1004 603.4.6.1 603.3.9 614.1.3 618 6034.8
216/220	4. Administrative Part <ul style="list-style-type: none">• Accrediting of teams, officials, press, radio, TV, etc.• Lodging, meals, refreshments• Issuing and returning of start numbers• Official statements/notice board• Re-imbursments• Mailbox at the race office• Clothing check• Parking/lift facilities• Opening hours of the race office• Check on radio sets (PTT)• Next meeting				WC and COC regulations 702.4
	5. Miscellaneous				



MINUTES OF JURY DECISIONS (WITHOUT PROTESTS)
PROCES-VERBAL DES DECISIONS DU JURY (SANS RECLAMATIONS)
PROTOKOLL DER JURYENTSCHEIDE (OHNE PROTESTE)



Competition / Manifestation / Veranstaltung

L M

Discipline / Discipline / Disziplin _____ **Date / Date / Datum** _____

Jury members present/Membres du jury présents/ Anwesende Mitglieder der Jury	Nat		Signatures/Signatures/ Unterschriften
Technical Delegate Délégué Technique Technischer Delegierter		With voting right Avec droit de vote Mit Stimmrecht	
Referee Arbitre Schiedsrichter		With voting right Avec droit de vote Mit Stimmrecht	
Assistant Referee Jrbitre-assistant SR-Assistent		With voting right(+) Avec droit de vote(+) Mit Stimmrecht(+)	
Chief of Race Directeur d'épreuve Rennleiter		With voting right Avec droit de vote Mit Stimmrecht	
Start Referee Juge au départ Startrichter		With voting right*) Avec droit de vote*) Mit Stimmrecht*)	
Finish Referee Juge à l'arrivée Zielrichter		With voting right*) Avec droit de vote*) Mit Stimmrecht*)	

Others present at the meeting/Autres personnes convoquées/Andere eingeladene Personen

Name Nom Name	Nat Nat Nat	Function Fonction Funktion

Summary of decisions taken
Rappel succinct du motif
 Kurze Beschreibung

Time published Heure d'affichage Anschlagzeit	Date Date Datum	The TD: Le DT: Der TD:
------------------------------------------------------------	------------------------------	-------------------------------------

+) DH/SG, *) OWG/WSC