



TECHNICAL DELEGATE - ALPINE 2017-2018

STUDY GUIDE

This Study Guide is intended as an educational and review aid for individuals interested in alpine officiating. Downloading, printing and reading the Study Guide must not be substituted for actual attendance at a U.S. Ski & Snowboard-approved Clinic or used as a replacement for actual instruction at any U.S. Ski & Snowboard-approved Clinic.

REFERENCE PUBLICATIONS:

1. U.S. Ski & Snowboard Alpine Competition Regulations (ACR)
2. U.S. Ski & Snowboard ACR Precisions, if published
3. U.S. Course Setting Specifications (Scored and Non-Scored)
4. U.S. Ski & Snowboard Alpine Officials' Manual
5. FIS ICR, Online Edition
6. FIS ICR Precisions, if published
7. Rules of the FIS Points
8. FIS Timing Booklet
9. FIS Memorandum for the Technical Delegate, (Miscellaneous Study Guide Tools)

***NOTE:** ACR mirrors, when possible, ICR numbering. U.S. Ski & Snowboard exceptions have a “U” preceding the rule number; the “U” is a part of the number.

CERTIFICATION EXAMINATION:

Two certification examinations are available for Technical Delegates:

Technical Delegate Applicant Examination (Level 1) – allowed time limit 1.5 hours and

Technical Delegate Examination (Level 3) – allowed time limit 3.5 hours.

These certification examinations will be available at U.S. Ski & Snowboard-approved Alpine Officials’ Clinics. The examinations are open book and, unless an exception is granted by the respective AO Chair, they must be administered only at scheduled Clinics. They are NOT TAKE-HOME EXAMS! Completed examinations must be retained by the Clinic examiners; they are not returned to the individuals taking them.

*Allowing use of computers in order to complete calculations or “search” rule books is strongly discouraged; the only items that may be carried into the examination area are pencils, calculators, rule books and continuing education materials. In addition, examination materials (forms, etc.), provided by the clinic organizer are the only documents/forms that will be accepted. Please refer to Region/Division/State publications for schedules. *The Study Guide is not intended as a replacement for taking notes for use during an open-book examination at any U.S. Ski & Snowboard-approved Clinic.**

If you have problems with this Study Guide or have suggestions for improvements, please contact the current Chair of the Alpine Officials’ Education Working Group. Thank you.

The current Chair is: Lucy Schram
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U.S. SKI & SNOWBOARD

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There is much information available to us - no one can possibly know it all, but we **SHOULD** know **WHERE** to find it. Many sections in this Study Guide require research by the user; this will aid in the ability to understand the layout of applicable rule books/publications and will reinforce their content.

REFERENCE DOCUMENTS:

The following reference items can be found at the end of this Study Guide and are placed in the order in which they are referenced. Document numbering is not sequential because it agrees with document numbering in the updated “Master Packet of Forms” (MPF), which can be found on the U.S. Ski & Snowboard website. It is suggested that forms be printed for easy reference while using the Study Guide.

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|---|---|
| 68. TD Candidate Nomination | 37. Minutes of Jury Decision (W/O Protest) |
| 69. TD Candidate Performance Evaluation | 17. Guidelines Equip. Control/Protest (non-FIS0 Jury Study Problems |
| 11. Advance Information | 29. Replacement Time (EET) Worksheet |
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| 23. Program/Team Captains Meeting (non-FIS) | 40. U.S. TD Report |
| 58. Letter & Concussion Medical Evaluation Form | 53. & 54. American Specialty Rpt. (ASI) |
| 42. Timing Checklist | 55. Accident Guidelines (Serious Accidents) |
| 43. Timing & Data Technical Report (TDTR) | 56. TD Accident Report (Serious Accidents) |
| 34. Report by the Referee | 47. Officials’ Expense Report Form |
| How to Prepare a Second Run Start List | 5. Non-FIS Event Document Packet |
| 35. Protest Form | 45. U.S. Add. Report of TD |
| 36. Minutes of Jury Decision (Protest) | |

Refer to all provisions of ACR 601.4.9 and 602.

NOTE: Regarding U.S. Ski & Snowboard ACR: The FIS International Competition Rules (ICR) and adjuncts shall govern any and all issues not addressed therein.

I. Introduction and Certifications:

It is the mission and the goal of the U.S. Ski & Snowboard Alpine Officials to strive for excellence in race officiating in order to provide athletes of all levels with quality competitions. The U.S. Ski & Snowboard Alpine Officials Certification Guidelines have been developed to illustrate the pathway for Alpine Officials to develop and progress through the system. These guidelines are suggested competency based criteria. An individual's past experiences and opportunities should be taken into account when considering promotion. Ultimately, advancement should recognize proven judgment, ability and service. (Certification Guidelines Mission Statement, 2012)

The goals of the Alpine Officials’ community are to provide an education process for new Technical Delegates and to continue education for current Technical Delegates so that they can perform their duties with higher levels of proficiency.

As the senior official assigned to an event, the role of the Technical Delegate (TD) is to verify that all parts of the competition work as a whole and the event is conducted in accordance with the U.S. Ski & Snowboard Alpine Competition Regulations, (ACR) and/or the FIS International Ski Competition Rules, (ICR).

Similar to FIS Technical Delegate progression, U.S. Ski & Snowboard Technical Delegate I status is reserved for candidate/provisional/applicant Technical Delegates. This allows more latitude should the individual not develop into a proficient Technical Delegate. Advancement is not automatic and requires the approval of the applicable Regional/Divisional Alpine Officials' Committee.

Certification requirements for U.S. Ski & Snowboard Technical Delegate Applicants/Candidates include:

1. Level 1 Timing & Calculations and Level 2 Referee, or
2. Level 1 Timing & Calculations, Level 1 Chief of Race and Level 2 Jury Advisor, or
3. Level 1 Timing & Calculations, Level 2 Chief of Race and Level 1 Jury Advisor.
4. Nomination and 2 seconds from an upper-level Technical Delegate ("U.S. Ski & Snowboard TD Candidate Nomination" form available in the "Master Packet of Forms" posted on the U.S. Ski & Snowboard website.)

After fulfilling the above requirements, a Technical Delegate "Applicant" must:

1. Pass the Technical Delegate Applicant (Level 1) exam with a score of 75% or better.
2. Shadow at two U.S. Ski & Snowboard-sanctioned events under the supervision of a Level 3 or Level 4 U.S. Ski & Snowboard Technical Delegate or FIS Technical Delegate.
3. Prepare and file U.S. Ski & Snowboard race result packet for each shadow assignment with respective AO Chair. (Race penalties, if required, must be hand calculated.)
4. Receive favorable written evaluations ("U.S. Ski & Snowboard TD Candidate Evaluation" form available in the "Master Packet of Forms"), by both supervising Technical Delegates.

After completing shadow assignments, the Applicant, under the supervision of a Level 3 or Level 4 U.S. Ski & Snowboard Technical Delegate or FIS Technical Delegate must:

1. Perform the actual duties of a Technical Delegate at a U.S. Ski & Snowboard-sanctioned event (final evaluation).
2. Prepare and file U.S. Ski & Snowboard race result packet with respective AO Chair. (Race penalty, if required, must be hand calculated.)
3. Receive a favorable written recommendation ("U.S. Ski & Snowboard TD Candidate Evaluation" form), from the supervising Technical Delegate.

U.S. Ski & Snowboard Level 2 Technical Delegates who have fulfilled all requirements and who wish to advance to Level 3 must:

1. Pass the respective written exam with a grade of 80% or higher. The examination covers all aspects of race organization and documentation.
2. Shadow a Level 3 or Level 4 U.S. Ski & Snowboard Technical Delegate or FIS Technical Delegate at a speed event (DH or SG).
3. Prepare and file U.S. Ski & Snowboard race result packet with respective AO Chair. (Race penalty, if required, must be hand calculated.)
4. Receive a favorable written evaluation from the supervising Technical Delegate.
5. Following nomination by Division/Region, be approved for advancement to Level 3 by USA TDWG at annual U.S. Ski & Snowboard Congress. (*Nomination/approval also required for advancement from Level 3 to Level 4 TD.*)

Advancement to Level 3 or Level 4 is not automatic. In addition to Division/Region nomination, acceptance by the U.S. Ski & Snowboard Technical Delegates' Working Group and approval of the Working Group's regulatory sub-committee are also required.

When a Technical Delegate Candidate is assigned to an event, the Candidate should:

1. Initiate *and maintain* contact with the supervising Technical Delegate.
2. Initiate *and maintain* contact with the Organizing Committee.
3. Initiate *and maintain* contact with the Race Administrator.

The Organizing Committee (OC) must provide the Candidate with a Jury radio and lift access. The OC is not responsible for the Technical Delegate Candidate's travel, housing, meal or miscellaneous expenses; *the Candidate is not entitled to U.S. Ski & Snowboard Technical Delegate's daily allowance.*

It is highly recommended that a Technical Delegate Candidate not take advantage of a two-gender, two-event competition in order to fulfill their Candidacy requirements. The education achieved by shadowing Technical Delegates who may have different management styles, and observing and cooperating with different OC's is an invaluable experience. For the same reasons, the final evaluation should be administered by an independent Technical Delegate who can arrive at an evaluation unbiased by previous experience with the Candidate.

All official documents for shadow and final evaluation events must carry the name of the assigned, fully certified Technical Delegate. The Candidate must obtain copies of all required documents, strike through and insert his/her name and AO number as required. The Candidate then must affix his/her signature as required.

A U.S. Ski & Snowboard Technical Delegate should work as an assigned Technical Delegate a minimum of two (2) days every season, and must work as an assigned Technical Delegate at least once every two (2) years in order to maintain certification levels. **[U602.1.8.1]**

A U.S. Ski & Snowboard Technical Delegate must, at a minimum, attend a U.S. Ski & Snowboard-approved Continuing Education Clinic every two (2) years. Failure to meet the above participation requirements will result in loss of Technical Delegate certification status. **[U602.1.8.2, U602.1.8.3]**

1. If a Technical Delegate has missed a Continuing Education Clinic for 2 years, he or she may be reinstated to the previous level by attending a recognized Continuing Education Clinic. **[U602.1.8.4]**
2. If a Technical Delegate has missed a Continuing Education Clinic for 3 or more years, he or she may be reinstated by passing the appropriate examination, e.g. Level 1 or 2 must pass the Level 1 examination; Level 3 or 4 must pass the level 3 examination. **[U602.1.8.5]**
3. A Technical Delegate may not violate the Continuing Education requirement for a second time and maintain Technical Delegate certification. **[U602.1.8.6]**

What is the progression of U.S. Ski & Snowboard Technical Delegate? [Refer to current U.S. Ski & Snowboard Certification Guidelines in Miscellaneous Study Guide Tools]

1. Prerequisites
2. Level 1
3. Level 2
4. Level 3
5. Level 4

6. Level 6 - FIS Technical Delegate

(Level 5 - retired (emeritus) Technical Delegates who maintain U.S. Ski & Snowboard Alpine Official membership.)

All questions regarding U.S. Ski & Snowboard Technical Delegates that cannot be resolved by Division/Region AO Chairs should be forwarded to the Chair of the U.S. Ski & Snowboard Technical Delegates' Working Group: USTDReports@gmail.com

II. Why, What, Who is the Technical Delegate?

A Technical Delegate may be faced with situations where there is no right or wrong solution. Building upon experience, judgment, and reasoning capabilities will enable a Technical Delegate to develop the ability to assist a Jury in arriving at solutions that are just and are within the scope of the applicable rules.

A. Why are there Technical Delegates?

To assure a uniform application of the race rules, thereby validating the seeding system and facilitating better and more uniform races.

B. What is an "ideal" Technical Delegate?

The ideal Technical Delegate should have those leadership qualities that, in cooperation with 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
- Organize inspections
- Consider how s/he will decide or react on circumstances that may arise
- Be able to ski well
- Be prepared to carry out all administrative duties
- Be able to project him/herself in a positive manner

C. What is a U.S. Ski & Snowboard/FIS Technical Delegate?

As the U.S. Ski & Snowboard/FIS representative, he/she is the senior Alpine Official at a ski competition. The Technical Delegate is there:

- With the support of the Jury, to arrive at correct decisions to see that all U.S. Ski & Snowboard/FIS rules and instructions are followed;
- With the support of the Jury, to supervise the running of an event;
- With the support of the Jury, to assist the organizers.

III. Administrative Duties and Responsibilities of the Technical Delegate

Organizer should contact the Technical Delegate well in advance of the event and provide him/her with pertinent event information. The Technical Delegate should then notify the Organizer as to:

A. Time of Arrival [602.4.3] (Refer to MPF #11. Advance Information, MPF #21 Technical Delegate's Event Worksheet)

1. Speed Events (DH/SG) – should arrive 48 hours before 1st Draw
2. Technical Events – should arrive 24 hours before Draw

NOTE: These are "suggested" arrival times. The TD must arrive in advance of first Team Captains' Meeting in order to review and verify pre-event requirements. An Organizing Committee that requests that the Technical Delegate not arrive until shortly before the Team Captains' Meeting is in violation

of ICR Art. 602.4.3 and risks loss of liability insurance coverage. Technical Delegates are required to fulfill all the ICR/ACR duties of the Technical Delegate.

B. Duties Prior to the Event:

1. Prior to Arrival: Technological advances now allow the Technical Delegates to perform many of their duties prior to arrival at the site. These include, but are not limited to verifying Event Medical Plan, proposed schedule, course homologation; these are available online at:

alpine.usskiteam.com/alpine-programs/officials/homologation

User ID = homologation; Password = Allout2018!

- Verifying Schedule Agreement has been processed and event insurance is in place
 - Reviewing previous Technical Delegate Reports for suggestions/problems and
 - Verifying previous suggestions/problems have been addressed
 - Reviewing entries and, if applicable, verifying accuracy of seed points
 - Verifying that an Event Medical Plan is available for review Verifying names of key support officials, e.g. Chief of Timing & Calculations and Race Administrator
 - Verifying availability of qualified Forerunners
 - Reviewing homologation report, including inspection report. Inspector(s)' suggestions for placement of minimum on-hill competitor security measures are detailed in the inspection report. Due to terrain, snow cover, course set, ability level of field, etc., the Jury may decide that additional measures are required.
 - Collaborating with Chief of Race and Course Setter(s) regarding competitor security measures contained in the homologation inspection report as they may affect course setting. *This is an opportunity for a Technical Delegate to mentor Course Setter(s).*
2. Upon Arrival: Reviews any items that have not been successfully addressed and:
 - In cooperation with Chief of Race, prepares a proposed Team Captains' Meeting Agenda and race-day Program
 - Decides on need for Connection Coach(es)
 - Verifies membership, certification and update requirements are being observed
 - Verifies whether or not equipment control will be in place and knowledge of equipment protest procedures
 - Inspects condition of the courses
 - Verifies location of start and finish elevations in order to confirm vertical drop meets requirements for level of competition
 - Verifies availability of course maintenance supplies and personnel
 - Verifies availability of required security measures
 - Verifies lift access
 - Verifies availability and location of warm-up area
 - Verifies the entry lists
 - Verifies update status of points list, if applicable
 - Verifies update status of race result software
 - Verifies draw: whether double draw or if computer-generated draw will be proposed
 - Verifies the technical data: actual start and finish elevations
 - Verifies need for Jury meeting minutes with Race Administrator
 - Verifies the sufficiency of radios for the Jury

- Appoints Referee and Assistant Referee (speed events)
- Verifies homologation of gate poles, gate panels, timing equipment
- Reviews timing installation and procedures
- Verifies availability and placement of first aid service
- Reviews Event Medical Plan with the Jury
- Supervises the course setting
- Accompanied by Jury, Connection Coach(es) and Team Captains, inspects course set and on-hill competitor security measures

NOTE: U.S. SKI & SNOWBOARD-SANCTIONED NON-FIS EVENTS: *Jury members, Jury Advisors (Start & Finish Referees), Chief of Course, Course Setters, Chief of Timing & Calculations and Race Administrator are required to be **current, appropriately certified, members of U.S. Ski & Snowboard** as a Coach or Official. Competitors are required to have an appropriate competitor's U.S. Ski & Snowboard membership. Forerunners must have an appropriate U.S. Ski & Snowboard membership: e. g. Competitor, Master, U.S. Ski & Snowboard General Member or Short-Term Athlete Member. **Qualified members of foreign federations recognized by FIS must hold a valid U.S. Ski & Snowboard membership in order to serve as a Jury member, Jury Advisor or Course Setter at any U.S. Ski & Snowboard-sanctioned scored or non-scored, non-FIS event.***

A U.S. Ski & Snowboard Coach or Official member whose membership status on the U.S. Ski & Snowboard website membership roster is marked "PENDING", has not completed membership requirements, e.g. background screening or "Fast Start Coaching Course", and they must not be appointed to serve as Jury members, Jury Advisors, Chief of Course or Course Setters.

Except in specific instances where the event has been pre-approved, all coaches must have a current Coach membership in order to participate in any capacity at a U.S. Ski & Snowboard-sanctioned event; e.g. on-hill coaching.

3. Depending on level of event, additional items of concern include, but are not limited to the following:
 - Official notice from U.S. Ski & Snowboard is required in order to alter the U.S. Ski & Snowboard Points List. Notice may be by letter, fax or email; notice must originate from U.S. Ski & Snowboard National Office staff.
 - Race result software must have the capability to produce Official Results and Penalty in the approved format (XML) that can be electronically transmitted to U.S. Ski & Snowboard.
 - Timing equipment that meets specifications and that is homologated is mandatory at U.S. Ski & Snowboard-scored events. Please refer to the current U.S. Ski & Snowboard ACR or FIS "Timing Booklet". If timing software is used to calculate times, it must calculate net times using the same precision of ToD as used in the timing device.
 - Accuracy of Seed/Draw Board, if applicable to level of the event
 - Accuracy of quotas, if applicable to level of the event
 - Foreign athletes with current FIS inscriptions and who want to compete in U.S. Ski & Snowboard events must complete U.S. Ski & Snowboard membership requirements and be issued an "X" membership. FIS Points for these competitors must be used for seeding and the Penalty calculation. *Foreign competitors who have current U.S. Ski & Snowboard points must be seeded with their U.S. Ski & Snowboard points and their U.S. Ski & Snowboard points must be used in the Penalty calculation even if their U.S. Ski & Snowboard points are higher than their FIS points.*

- Travel Letters – foreign entries in a U.S. Ski & Snowboard FIS event: Only National Ski Associations are entitled to make entries for international competitions. If a National Ski Association issues an entry authorization (travel) letter, U.S. Ski & Snowboard allows non-U.S. Ski & Snowboard athletes training with U.S. Ski & Snowboard clubs or attending USA schools/colleges/universities to be entered by their coaches.
 - Every non-USA athlete’s authorization letter must be submitted to alpinedomestic@usskiandsnowboard.org; *it must also be sent to the Regional Manager for the Region where the athlete is training.*
 - Letters must be submitted directly by the respective National Ski Association; they will not be accepted if forwarded by the coach or the athlete.
 - U.S. Ski & Snowboard will create a summary of these authorizations and will post that summary on the U.S. Ski & Snowboard website so Race Administrators and Technical Delegates can be confident of their validity.
 - Foreign entries that are not submitted by the actual National Ski Association and for whom no authorization letter has been submitted to U.S. Ski & Snowboard for verification must not be accepted. *
 - Authorization letters will only be recognized for FIS category and below. Entries for Nor-Am Cup and National Championships must be submitted directly by the respective National Ski Associations.
 - Several nations, e.g. Austria, Canada, Great Britain and Spain, currently do not issue authorization (travel) letters; entries for competitors from these nations must originate from the respective Federation.
 - Electronic draw/seed boards must have the capability to simultaneously and legibly display the entire competition field. Simultaneous display of all competitors allows all Team Captains and officials to verify the overall accuracy as well as additions and deletions to the starting order in “real time”. *Using the race result software to display portions of the competition field is not acceptable.*
4. Race/Training Day Schedule
- a. A maximum of two DH or SG races, or one SL or GS race, per gender, may be calendared per day by an organizer. [U202.2]
 - b. In cases of *force majeure* where more than two DH or SG races, or more than one GS or SL race, per gender, is conducted in one day and in one place, then the official Program showing inspection times, start times, course reset/redress times and start intervals for both races must be included with the race results packet submitted to U.S. Ski & Snowboard. [U202.2.1]
 - c. By signature on the Technical Delegate Report, the Technical Delegate confirms that the rules were followed in the execution of this procedure. [U202.2.2]
5. Team Captains' Meeting (**Refer to MPF #23. Program/Team Captains Meeting Minutes**)
- Team Captains’ Meetings are an actual meeting, attended in person by Team Captains, Jury, and race officials is a critical and mandatory part of the competition and is important for communication of Jury instructions, support of the Organizing Committee (“OC”), as well as conveying requests and information. It is also a critical element for risk management and liability-related matters. [621.8, 604.3]
- a. Reviews entries accompanied with a “Ski Up Agreement” [U607.5, U607.5.1, U607.5.2]
 - b. Verifies appointments of Referee and Assistant Referee – DH/SG; Referee – GS/SL
Appointments of Referee and Assistant Referee should be made from among the most

qualified, appropriately certified (Referee) individuals present. Inasmuch as these individuals are the competitors' representatives on the Jury, the Referee and Assistant Referees should be appointed from among the coaches present for the event.

NOTE: Referees, Assistant Referees and Course Setters at all U.S. Ski & Snowboard-sanctioned events – both scored and non-scored, must be certified Referees 601.4.10, 603.1.1. Jury Advisors (Start/Finish Referees) at all U.S. Ski & Snowboard events – both scored and non-scored, must be a certified Referee, Jury Advisor or Chief of Race [601.3.3, 601.3.4].

NOTE: Assistant Referee may be assigned for technical events for training purposes only. They participate with the Jury but are not members of the Organizing Committee. They have neither voice nor vote in Jury meetings and their names do not appear on the official race documentation 601.25.

- c. Accepts nominations for Course Setters
- d. Appoints Connection Coaches
- e. One or two are appointed depending on type and level of event
 - 1.) Serve as liaison between all Team Captains and the Jury
 - 2.) Serve as on-hill “Eyes of the Jury”
 - 3.) May supervise yellow flag zones in DH and SG
 - 4.) Have voice but no vote in Jury matters/decisions
- f. Reviews “U.S. Ski & Snowboard’s Concussion Policy” [**part of U.S. Ski & Snowboard Membership Application**]
 - 1.) Athletes with suspected concussion – including those with the U.S. Ski & Snowboard General or Short-Term Athlete memberships – must be immediately removed from training/competition
 - 2.) U.S. Ski & Snowboard Competition Services must be notified of injury
 - 3.) Athlete must not be allowed to train/compete until evaluated by medical personnel as required by “U.S. Ski & Snowboard’s Concussion Policy” and released to return to training/competition [**Refer to MPF #58. Parents’ Letter & Concussion Medical Evaluation Form**]
 - 4.) For athletes under the age of 18, a properly executed “Concussion Medical Evaluation Form” requesting return to training/competition must be signed by parent/legal guardian, not the coach or trainer.
 - 5.) U.S. Ski & Snowboard Concussion Policy includes any U.S. Ski & Snowboard athlete, not just minor athletes and includes those with U.S. Ski & Snowboard General and Short-Term memberships. Additional U.S. Ski & Snowboard Concussion Policy information is available on the U.S. Ski & Snowboard website.
- g. Make comments - briefly explain rules that will be enforced, e.g. late starts, equipment control, high speed skiing in public areas, etc.
- h. Verify accuracy of the Seed Board and the Draw, if applicable

NOTE: According to U.S. Ski & Snowboard and FIS rules, the draw must be conducted (or confirmed) at a Team Captains' Meeting; telephonic and online Team Captains' Meetings are not acceptable. An actual meeting, attended in person by Team Captains, Jury, and race officials is an inseparable and mandatory part of the competition and is important for communication of Jury instructions, support of the OC, as well as conveying OC requests and information. It is also a critical element for risk management and liability-related matters. [621.8, 604.3]

With the approval of the Jury and at a time and place announced to all Team Captains, and where a computer-assisted Draw has been approved or is not required (e.g. YSL where TRS by class and gender is used to determine the start order), an informational meeting is still required but may be held either early in the morning

prior to an event or immediately after the completion of an event for the next day's event.

For all Team Captains' Meetings for all U.S. Ski & Snowboard-sanctioned events – both scored and non-scored, and regardless of where and when they occur, an Attendance List must be available and signed by everyone attending the meeting. Meeting Minutes must be generated and must be included in the submitted race result packet.

For U.S. Ski & Snowboard non-FIS events, the Jury can authorize a computer-generated draw for the first seed. (Only exception to U.S. Ski & Snowboard rule would be U.S. Ski & Snowboard non-scored events, e.g. YSL, where Start Lists are prepared according to TRS – random draw within class and gender. FIS events require Team Captains must indicate their consent to a computer-generated Draw by signing their official entry.

- i. Verify accuracy of special seeding, e.g.: “Golden Rule” Seeding, if applicable [U621.3.1]
- j. Consider use of snow seed, if applicable
- k. Discuss race day schedule
- l. Discuss whether or not first-run DNS, NPS, DNF and DSQ competitors will be allowed a second run (Applies to scored events; these competitors are allowed second runs in U.S. Ski & Snowboard non-scored events.)
- m. Verify Start Referee and Chief of Timing have a method of indicating difference between 2nd Run qualified athletes and 1st Run DNF/DSQ athletes on 2nd Run Report by the Referee
- n. Verify start times: e.g. Forerunners, snow seed (if applicable) and first competitor
- o. Verify “freeze times”
- p. Verify location of yellow zones
- q. Verify location of Official Notice Board
- r. Verify whether DSQ's will be announced or posted
- s. Review location of all medical services
- t. Review/approve Event Medical Plan

C. Duties During the Event

1. Works closely with the Chief of Timing & Calculations [**Refer to MPF #42 Timing Checklist**]
2. Works closely with the Jury evaluating equipment, rerun requests, etc.
3. Ensures Jury Minutes are recorded, produced, signed and filed
4. Ensures the technical conduct of the event
5. Manages technical matters

D. Duties After the Event

1. Considers necessity for special reports concerning additional course security measures
2. Works with Jury regarding sanctions and protests
3. For DHT, helps identify competitors who do not possess the required technical skill and who should possibly be removed from the competition
4. Works with Jury regarding interruptions, cancellation and other matters not covered by applicable rules
5. Verifies U.S. Ski & Snowboard has been notified of any suspected head injuries
6. Verifies that all required American Specialty First Report of Accident forms have been filed

Online filing is available and is preferred. The online form can be found at americanspecialty.com/usскиandsnowboard_cov/ under “Online Incident Reporting”. After completing the online form copies should be printed for the Technical Delegate and the official event document packet.

If online filing is not an option, the paper copy ASI form must be filed. The form is available in the “Master Packet of Forms” on the U.S. Ski & Snowboard website.

7. Verifies content and completes and signs all required documents
8. Verifies race result XML file has been submitted
9. Verifies that required Event Document Packets have been submitted electronically or have been prepared for postal delivery; (*Complete Event Document Packets must be submitted for all levels of U.S. Ski & Snowboard competition – including non-scored events.*)
10. Verifies copies of all race-related documents, including injury reports, have been prepared for his/her personal files

IV. Practical Duties and Responsibilities of the Technical Delegate

A. Prior to race/training

1. Event course specifications/setting
 - a. Slalom has to be set as follows:
 - 1.) Non-FIS: Number of gates is determined by distance between turning poles. Specific gate types are required e.g. hairpins, verticals, delays (2017-18 Course Setting Specifications – Scored and Non-Scored)
 - 2.) FIS: Minimum number of gates = those requiring direction change **[801.2.4]**
 - b. Giant Slalom has to be set as follows:
 - 1.) Non-FIS Number of gates is determined by distance between successive gates and turning pole to turning pole and level of competition
 - 2.) FIS: Minimum number of gates = those requiring direction change **[901.2.4]**; decided by rounding up or down of the decimals
 - c. Super G has to be set as follows:
 - 1.) Non-FIS Number of gates is determined by distance between successive gates and turning pole to turning pole and level of competition
 - 2.) FIS: Minimum number of gates = those requiring direction change **[U1001.3.4]**
 - d. Downhill courses are set as required by the track. In addition:
U.S. Ski & Snowboard assigns race codes for all speed-training runs: Super G and Downhill. U.S. Ski & Snowboard’s assignment of a race code is verification of an event’s liability insurance. FIS Super G does not include training runs; FIS only assigns codex numbers for Downhill Training runs.
 - 1.) Official training forms an integral part of the competition. All qualified competitors entered for the competition must have been entered and drawn in all official training runs; competitors and forerunners must participate in at least one timed training run. (“Drawn” is accepted as meaning, “assigned a start number”. It does not mean, “Drawn in the first group”.) **[704.1]**
 - 2.) Entire venue should be race ready on first training day; e.g. all timing installations, including manual timing, Gate Judges, etc.
 - 3.) Competitors and Forerunners should participate in all training runs; participation in at least one timed training run is required in order to take part in the competition.

NOTE: “Special Training Runs” outside of the official training runs do not have U.S. Ski & Snowboard/FIS race code/codex numbers and must not be staged for forerunners or competitors that have not been able to participate in at least one timed training run prior to the actual event.

“Special Training Runs”: Every training run/race must have a U.S. Ski & Snowboard race code number (FIS events also require a FIS codex); this is verification of event liability insurance is in effect. If one or more athletes have not participated in at least one timed training run and the Jury wishes to allow them to race, the following procedure must be followed:

- U.S. Ski & Snowboard must be contacted; if required, they will contact FIS
 - Race code/codex numbers must be assigned
 - Program must be prepared to allow the staging of an additional training run
 - ALL athletes must be afforded the opportunity to start in the additional training run
 - ALL event-related documents: XML file, Program, Jury Minutes, Training Results, etc. must be filed as required
 - e. Non-FIS Parallel events (Refer to current FIS rules for course setting requirements for FIS Parallel events)
 - 1.) Set distance between gates for all levels of competition
 - 2.) Maximum vertical drop for all levels of competition
 - 3.) Set distance between courses for all levels of competition
 - f. Kombi courses are set as required by the track and the current rules [U1259]. *Athletes must use the helmet that meets the standards for the faster of the two events being contested.*
 - 1.) GS/SL Kombi must be staged on courses homologated/approved for GS.
 - 2.) SG/GS Kombi must be stage on courses homologated/approved for SG.
 - 3.) There is no minimum/maximum number of turns required.
 - 4.) The Jury should decide on the number of runs by the first Team Captains’ meeting.
 - 5.) Except as specifically modified, the rules for SL [800] also apply to non-scored SL/GS Kombi for U16 and younger.
 - 6.) Except as specifically modified, the rules for GS [900] also apply to non-scored GS/SG Kombi for U16 and younger.
2. On-hill competitor security. The Inspection Report notes the minimum protection required. Terrain, snow conditions and course set may require additional protection; supplies must be available for installation.
- B. Start Area Inspection
1. Layout
 2. Start gate width and wand height
 3. Start ramp
- C. Course Inspection: The Jury must inspect the course and on-hill competitor security installations; Team Captains are encouraged to attend inspection. Necessary changes to course set and on-hill competitor security measures are the responsibility of the Jury.
1. Accompany Jury/Course Setter/Connection Coaches; *Team Captains’ attendance encouraged.*
 2. Start Area Inspection
 - a. Width and height of start posts: Start Gate width and wand height = 50-80 cm (19.7-31.5 in); Wand height: 35-50 cm (13.8-19.7 in.). [FIS Timing Booklet, located on the FIS website.
 - b. Plane of start area – is it level

- c. Snow condition – especially in area where athletes plant their poles
 - d. Start gate mechanism and start wand – are exact replacements available?
 - e. Is protected area available for competitors, if required?
 - f. Is it closed off to the skiing public?
3. Make note of installed on-hill competitor security measures
- a. Spill zones
 - b. Yellow flag zones: required for DH and SG; GS depending on terrain, condition, course set
 - c. Trees, rocks, etc.
 - d. Fencing
 - e. Crowd control
 - f. Attachment of gate panels to poles. *Buildup of adhesive on tags/labels commonly used to number gates can inhibit the release of gate panels. If this numbering system is used, it is recommended that the tags be placed below the attachment area of the gate panel.*
 - g. Make note of additional on-hill competitor security requirements
4. Finish Area Inspection
- a. Width and horizontal marking of Finish Line with coloring substance – **[615.2]**
 - 1.) DH/SG
 - 2.) GS/SL
 - b. Layout - Does the event being contested affect the layout?
 - c. Snow conditions
 - d. Finish posts, timing equipment protection
 - e. Exit location
5. Following Jury inspection
- a. Gates numbered and dyed, as required.
 - b. Verify attachment of panels and banners
 - c. Open course for competitor inspection
 - d. Verify Gate Judge instruction/preparation – especially important for single pole Slalom and single gate Giant Slalom!
 - e. Verify electronic timing and (manual) hand timekeeping synchronization (**Refer to MPF #43. - U.S. Timing & Data Technical Report**). *Timing & Data Technical Report is required for all U.S. Ski & Snowboard events – both scored and non-scored.*
 - f. Verify Timing & Data Technical Report (TDTR) is being completed
 FIS has released a program for online filing of the FIS TDTR. The program is currently available for Linux, MacOS and Windows. It can be found on the FIS website (fisski.com) at data.fis-ski.com/services/timing-and-data/timing-and-data.html. Program updates are posted as required; software will alert when an update is available.

 The FIS TDTR software can be used to produce a paper copy report, as required, for U.S. Ski & Snowboard non-FIS events. The software does accept “National Race Code” which is used for a U.S. Ski & Snowboard race code (alpha character + 4-digit number); “Race Codex” is left blank and either “CHI – Children” or “JUN – Junior” category must be selected. *The TDTR XML file must not be submitted to FIS for non-FIS events or to U.S.*

Ski & Snowboard as U.S. Ski & Snowboard is not currently set up to accept the TDTR XML file. (FIS logo on this form is a non-issue.)

- 1.) Verify current/correct form is being used
- 2.) Verify accuracy of equipment data
- 3.) Verify procedures being used regarding equipment warm-up and synchronization times
- g. Verify size of second run bibbo **[621.11.3]**
 - 1.) Flip 30 or 15 (bibbo) – 30 is standard
 - 2.) If flip 15, Jury decision must be announced 1-hour notice prior to start of first run
 - 3.) If first-run DNF and DSQ competitors are going to be allowed a second run (applies to U.S. Ski & Snowboard scored events; first-run DNF and DSQ competitors are allowed a second run in U.S. Ski & Snowboard non-scored events)
 - 4.) Golden Rule requirements – Adaptive athletes who request special seeding in the first run **[U621.3.1]** will be seeded in special groups with start order: 16-20; 36-40; 56-60, etc. or according to their first run time, whichever is most favorable. (Placement within groups will be by the result list of the first run.) *In the case of Flip 30 second run, the special group starts in the 31st position or in the position immediately following the first run leader when the flip is other than 30. [U621.11.3.3]*
6. During the Race
 - a. 1st Run
 - 1.) Position on course. Be at the highest point where trouble may occur.
 - 2.) Shift position as required, to observe
 - a.) Start Area
 - b.) Gate Judges
 - c.) Finish Area
 - 3.) Observe course maintenance procedures
 - 4.) Assist with Report by the Referee (**Refer to MPF #34. Report by the Referee**)
 - b. 2nd Run
 - 1.) Accompany Course Setter, if possible
 - 2.) Accompany Jury for inspection
 - 3.) Verify resynchronization of timing equipment and completion of Timing & Data Technical Report (TDTR)
 - a.) Verify accuracy of data
 - b.) Verify times against timing tapes
 - c.) Verify calculations
 - d.) Steps a) – c) may be deferred to the end of the race.

NOTE: Due to *force majeure*, the Technical Delegate may need to prepare, sign and post the Report by the Referee or may assign this duty to another official. A Report by the Referee signed by the Technical Delegate or his/her designee, is valid.

7. Rules of Protest
 - a. FIS ICR Art. **640.1** states the Jury may only accept a protest if it is based upon physical evidence. U.S. Ski & Snowboard ACR **U640.1** supplemented this with the addition of: “or eyewitness testimony”.
 - 1.) Art. **640.2** A Jury is only permitted to re-evaluate its previous decisions where new evidence exists that relates to the original Jury decision.
 - 2.) Art. **640.3** All Jury decisions are final except those that may be protested under **641** or appealable under **647.1.1**
 8. Jury Meetings (**Refer to MPF #35. Protest Form, MPF #36. Minutes of Jury Decision (Protest), MPF #37. Minutes of Jury Decision (Without Protest) & Jury Study Problems**)
 - a. Proper conduct of Jury meetings
 - 1.) Who may attend? [**646.2**]
 - 2.) Who may vote? In case of tie? [**601.4.5.2, 601.4.5.3**]
 - 3.) Minutes signed with votes recorded. [**601.4.5.5**]
 - 4.) The protesting party may withdraw their protest prior to the Jury meeting. In this case, the protest fee is returned and no minutes are required.
 - b. Due Process [**224.7**] is "the conduct of formal proceedings according to established rules and principles for the protection and enforcement of private rights, including notice and the right to a fair hearing before a tribunal with the power to decide the case." The Jury shall provide the athlete a full and complete opportunity to present his or her side of the case before imposing any sanctions.
 Prior to the imposition of a penalty (except in cases of verbal reprimands and withdrawal of accreditation), the person accused of an offense shall be given the opportunity to present a defense at a hearing, verbally or in writing. Defense can include, but is not limited to the following:
 - Calling witnesses
 - Questioning witnesses upon whose testimony the Jury relies
 Considering information from a witness who is unavailable for questioning by the accused would create a serious issue. It is also unwise for Jury members to discuss a situation and consider possible penalties prior to hearing all testimony. The Jury must adhere to this policy:
 - Consider infraction
 - Hear and consider all testimony and evidence
 - Allow accused person the opportunity to present a defense and review all evidence (question witnesses, etc.)
 - Deliberate
 - Make a fair decision
 - Review, vote and sign prepared Jury Minutes of decision
 Notify affected parties
- *A Jury decision that has not included due process may result in grounds for an appeal.
- c. Jury Minutes: At a minimum, Jury Minutes are required for acceptance of an event's Medical Plan, course set, on-hill competitor security installations and the daily Program. These Minutes require that the Jury members indicate their acceptance of the decisions by noting their vote and affixing their signatures. Do not leave the venue without complying with this requirement.

Jury Minutes for protests/sanctions must contain the following information:

- 1.) The offense alleged to have been committed
 - 2.) The evidence (of the offense) reviewed by the Jury
 - 3.) The rule(s) or Jury directives that have been violated
 - 4.) The penalty imposed – note rule that allows the penalty
 - 5.) Names and functions for all witnesses
Names of Start and Finish Referee, if witnesses, should appear only in “Others Present” because they are not members of the Jury. Listing them under “Jury” and marking “NO” indicates they voted “NO”; it does not mean they do not have voting rights.
- d. Jury Minutes regarding Delays, Postponements, Terminations or Cancellations
- 1.) If an event (training or part of race) is rescheduled for a later time slot on the same day, it is **delayed**.
 - 2.) If it is rescheduled for a *different day within the same series*, it is **postponed**.
 - 3.) When an event (training or part of a race) is started but cannot be finished, it is **terminated**. *This terminology is used even if only one Forerunner starts.*
 - 4.) If an event (training or part of a race) cannot be rescheduled within the same series, it is **canceled**, the U.S. Ski & Snowboard race code/FIS codex number is vacated and the event liability insurance is no longer valid. *A new Schedule Agreement will be required. Announcers may use “canceled” to describe an event that has been “postponed”. Announcer’s statement does not affect event; Jury Minutes (W/O Protest) do!*
- e. Other Comments Regarding Jury Minutes:
- 1.) Using “**MUST**” implies an action is mandatory.
 - 2.) Using “**SHOULD**” implies an action is strongly recommended.
 - 3.) Using “**MAY**” implies an action is optional.
 - 4.) Using “**SAFE**” implies an action/situation is “free from danger” and **MUST NOT** be used.
 - 5.) “**ASSURE**, **INSURE** and **ENSURE**” should not be used.
 - 6.) Should you use “will” or “shall”?
 - a.) “**Will**” can imply volition or intention
 - b.) “**Shall**” can imply necessity or mandatory nature of an action and can stray into the neighborhood of **Must!**
 - 7.) Jury Minutes must only be written regarding actual decisions. Do not write Minutes similar to: “1st Run completed, no issues, no DSQ’s” or “Team Captain will file an appeal.”
 - 8.) Decision(s) regarding sanctions should be prepared on separate form(s).
 - 9.) With the exception of OWG and WSC, the Start and Finish Referee are not voting members of the Jury, and their names must not be included as such on the form. If their presence and testimony is required at a Jury Meeting, it must be noted under section “Others present at the Meeting.”
 - 10.) Jury Minutes for speed events, (DH, DHT, SG), **MUST** include wording similar to the following: “Course and competitor on-hill security inspected by the Jury, found to meet (FIS or U.S. Ski & Snowboard) requirements and with the approval of the Team Captains, accepted as set.”

- 11.) Jury Minutes must be written for events terminated or canceled after official representatives for all teams have arrived on site. *U.S. Ski & Snowboard Competition Services must be notified of terminations or cancellations as soon as possible: compservices@usskiandsnowboard.org.* (A Technical Delegate Report may also need to be filed.)
- 12.) Questions not covered by rules: In general, the Jury makes decisions on all questions not clarified by the U.S. Ski & Snowboard Alpine Competition Regulations [601.4.7]
- f. As applicable, notify the following of Jury decisions
 - 1.) Protesting party for decisions on protest
 - 2.) Team Captains for all event-related issues
 - 3.) Other officials and organizations, as required
9. Jury Minute Review:
 - a. Minutes of Jury Decisions - Without Protest (Items may be documented sequentially, using only one form per event.)
 - 1.) Required prior to Team Captains' Meeting to approve Event Medical Plan
 - 2.) After course inspection(s) to approve course set and on-hill competitor security
 - 3.) Before and after a termination of an event
 - 4.) Additional meetings as determined by the Jury
 - 5.) Minutes must contain signatures of Jury members with record of their vote [601.4.5.5] (*“Marking “NO” means that official voted: “NO”; it does not mean the official does not have voting rights.*)
 - b. Minutes of Jury Decision - Protest (Only collective sanctions may be documented on 1 form; all others require individual forms. *Collective sanctions are same-event situations where identical rule violations with identical circumstances and identical penalties are committed by multiple individuals. [224.3] A collective sanction could also be situation where multiple rule violations are committed by one individual.*) By rule, Minutes of Jury Decisions - Protest must contain the following:
 - 1.) Offense alleged to have been committed [224.8.1]
 - 2.) The evidence of the offense [224.8.2]
 - 3.) The rule(s) or Jury directives that have been violated [224.8.3]
 - 4.) The penalty imposed [224.8.4]
 - 5.) Minutes must contain signatures of Jury members with record of their vote [601.4.5.5]
10. Items to Consider Regarding Sanctions
 - a. Use legal procedures – hear all sides
 - b. Accused has the right to be heard (Due Process)
 - c. All facts must be available and presented
 - d. Jury should consider/discuss all options
 - e. Sanction should fit the “crime”
 - f. With the exception of verbal sanctions and the withdrawal of accreditation, the Jury decision must be documented
 - g. Minutes must contain signatures of Jury members with record of their vote [601.4.5.5]

NOTE: Jury Minutes should follow the above guidelines. These are legal/insurance company suggestions.

11. After the Race
 - a. Verify U.S. Ski & Snowboard has been notified of any suspected head injuries
 - b. Verify all required injury reports have been prepared/submitted.
 - c. Verify U.S. Ski & Snowboard race codes
 - d. Verify all header data, e.g.: Jury, Course Setters, Forerunners, Gate Counts and other course technical data
 - e. Verify official times, and any replacement times (EET) (**Refer to MPF #29. Replacement Time - EET Worksheet**)
 - f. Calculate/verify race points
 - g. Calculate penalty independently of computer
 - h. Verify Official Results - **sign Results and Penalty (Refer to MPF #38. U.S. Penalty Calculation)**
 - 1.) Account for all racers: Start List - NPS - DNS - DNF - DSQ = of Ranked Competitors
 - 2.) Verify that an ampersand (&) or similar code-writing symbol was not used in the race header information
 - 3.) Verify ranking of tied competitors
 - 4.) Verify accuracy of any timing anomalies
 - i. Verify all Jury Minutes have been prepared and have been signed as required
 - j. Verify that Programs/Minutes of Team Captains Meeting have been prepared and that Race Administrator has signed the Team Captains Minutes
 - k. Complete and sign U.S. Ski & Snowboard TD Report - **One per race per gender; required (Refer to MPF #40. U.S. TD Report)**

NOTE: The Technical Delegate's Report must record all injuries, protests and sanctions. [223.8]

- l. Verify and sign Timing & Data Technical Report – **One per race per gender, if applicable to the level of event**
 - 1.) Verify accuracy of all data
 - 2.) Verify times against timing tapes from homologated timing equipment
 - 3.) Verify calculations
 - 4.) Verify signatures
- m. Verify filing of American Specialty First Report of Accident Report for ALL injuries (**Refer to MPF #53 & MPF #54. American Specialty First Report of Accident**)
- n. Verify completion of TD Accident Report* for a serious accident during training or the race. (**Refer to MPF #55. Accident Guidelines and MPF #56. TD Accident Report**) **U.S. Ski & Snowboard must be immediately notified of any serious injury that requires the use of this form.**

NOTE: The Jury, or an individual appointed by the Jury, must notify U.S. Ski & Snowboard of injuries at all U.S. Ski & Snowboard-sanctioned events where injury claims may result. An insurance claim for secondary accident insurance for U.S. Ski & Snowboard members cannot begin unless an American Specialty Insurance First Report of Accident (ASI) has been filed. Although foreign competitors are not eligible for secondary insurance, U.S. Ski & Snowboard's insurers must be notified of any injury that may possibly result in a claim.

NOTE: In addition to ASI First Report, an accident that meets the guidelines for serious accident also requires filing of the TD's Accident Report. Not all injuries require Ski Patrol assistance and team representatives must

verify that the Jury is aware of any injury that requires report(s). (FIS events require filing of an additional FIS Injury Report (ISS).

- o. Submit expense report (**Refer to MPF #47. Officials' Expense Report**)

NOTE: In addition to reasonable out-of-pocket expenses including transportation, meals, lodging, lift tickets, etc., U.S. Ski & Snowboard Technical Delegates for all U.S. Ski & Snowboard events – both scored and non-scored – are entitled to daily allowance of \$75 per travel, inspection, training, competition day. A copy of the Expense Report must be submitted as noted on the form. ***FIS Technical Delegates serving as the Technical Delegate at U.S. Ski & Snowboard non-FIS events are only entitled to U.S. Ski & Snowboard daily allowance of \$75 per travel/inspection/training/competition day.***

NOTE: *Technical Delegates MUST know what MUST be submitted in Event Document Packets and are responsible for the accuracy of the content of the packet as well as its submittal. Preparation of the paperwork and assembling of a race packet for the Technical Delegate's review and acceptance is the responsibility of the Race Administrator.*

U.S. Ski & Snowboard non-FIS individual race result packets may be scanned, assembled in a PDF booklet and submitted as an email attachment to: **resultpackets@usskiandsnowboard.org**. U.S. Ski & Snowboard race code must be used as the subject of the email; inclusion of injury report must be noted e.g.: "U1234 w/injury reports".

- p. Check contents of Event Document Packet. (**Refer to MPF #5. U.S. Ski & Snowboard Event Document Packets for complete information**).
 - 1.) **Report of the Technical Delegate** - signed by Technical Delegate - *1 per race code/per gender*
 - 2.) **Timing & Data Technical Report (TDTR)**, *1 per race code/per gender* - LEGIBLE & signed by Technical Delegate and Chief of Timing & Calculations; also required for non-scored Championship events (e.g. YSL Championships, U14 Championships, Masters Championships, etc.) ***If a replacement time (EET) is calculated, the calculation must be included in the submitted packet.***
 - 3.) **Program and Team Captains' Meeting Minutes**; TCM Minutes are signed by Race Administrator
 - 4.) **Minutes of Jury Decisions (Without Protest)** - record of votes and required signatures
- q. Additional Forms, if applicable:
 - 1.) **Protests and Minutes of Jury Decisions (Protests)** - record of votes and required signatures
 - 2.) **Copies of Ski Up Agreements**, if required.
 - 3.) **American Specialty Insurance Report(s) (ASI)** as directed by U.S. Ski & Snowboard
 - 4.) **TD Accident Form(s)** as directed by U.S. Ski & Snowboard in accordance with "Guidelines for Serious Accidents". *If required, this form is submitted in addition to American Specialty Report.*
 - 5.) **Volunteer Competition Worker Registration forms***

*** Volunteer Competition Worker Registration forms may either be scanned/saved in PDF format and included in electronic U.S. Ski & Snowboard Event Document Packets or submitted to U.S. Ski & Snowboard Competition Services via postal service.**

- r. Speed Training (Super G and Downhill Training) Document Packets: Following submittal of training result XML file to alpineresults@usskiandsnowboard.org, the following documents must be submitted to resultpackets@usskiandsnowboard.org or mailed to Competition Services.
- 1.) Programs/Team Captains' Meeting Minutes (signed by RA)
 - 2.) All Jury Minutes (with record of votes and required signatures)
 - 3.) American Specialty Insurance Injury Reports (ASI) should be filed online or sent to Alex Natt alex.natt@usskiandsnowboard.org with copies included in the event document packet; follow procedures for suspected/reported concussions.
- s. **Head Tax Documents & Fees:** U.S. Ski & Snowboard - after automatically deducting USST athletes from the total number of starts - will calculate the amount of Head Tax due and provide a detailed account of expected amounts. This can be found under the Schedule Agreement area of the **club login**. A form showing the expected Head Tax for National, Regional and Divisional (not all Divisions have supplied Head Tax information for inclusion in the calculations) can be printed from that site, verified against your calculation and returned with required Head Tax payments. If U.S. Ski & Snowboard's calculation shows a different amount due, the "Head Tax Exemption Sheet" must be included with payment. *(Copies of all Head Tax documents must be saved in OC's event file.)*
- If an OC chooses to use U.S. Ski & Snowboard's online race registration system, the OC needs to login to the Event Administration System using the **club login** to see their Head Tax owed and registration amount collected. Once amount due has been verified and agreement is reached, U.S. Ski & Snowboard will forward the entry fees to the OC.
- If a Region or Division that requires additional Head Tax has not supplied Head Tax information for inclusion in the calculations, payment of these amounts will be the responsibility of the OC and should be submitted as directed by your appropriate Region/Division. *Verify procedure for your Region/Division.*

NOTE: Protest and Minutes of Jury Decision (Protest) are in the "might be included" group because not all events have Protests and accompanying Jury Minutes. In accordance with instructions received at FIS TD Updates and implemented at U.S. Ski & Snowboard level, the only items that require Jury Minutes are those with "definite" decisions.

For clarification/additional information, contact:

- U.S. Ski & Snowboard Events: U.S. Ski & Snowboard Technical Delegates' Working Group Chairman as noted in current Alpine Competition Guide or email USTDReports@gmail.com
- FIS Events: Paul VanSlyke, USA FIS TD Commissioner – paul@twitchellsportswear.com

Many Technical Delegates limit minutes. 601.4.5.3 and 601.4.5.5 state minutes are to be kept of all Jury meetings; HOWEVER, not all Jury meetings require written documentation.

- Jury review and acceptance of the Event Medical Plan must be documented with Jury Minutes. (In addition to other items, the Team Captains' Minutes must refer to review of the Event Medical Plan.)
- Course approval and acceptance of on-hill competitor security must always be documented with Jury Minutes. *This applies to all events, including speed training.*
- A long delay would be documented; a short one would not.
- If a competitor who competed with an incorrect bib is sanctioned, the sanction would be documented; the issuance of a replacement bib would not.
- Monetary fines (FIS only), disqualification, impaired start position, etc., must be documented; verbal sanctions should not.

The “why and when” of Jury Minutes can be discussed at length. The point to remember regarding the content of Jury Minutes is the Technical Delegate’s instructions prevail.

- t. Verify race XML transmission file has been submitted to alpineresults@usskiandsnowboard.org and that receipt has been confirmed. XML file **must** be submitted within 24 hours of event completion; *critical when a points list is closing*.
 - u. Verify Event Document Packet is being submitted – either electronically or by mailing; this is your responsibility!
12. Items to Consider Regarding Results.

The goal of the U.S. Ski & Snowboard scoring system is to ensure fair and accurate events so earned results represent an athlete’s ability. An accurate scoring system is critical for athlete ranking, evaluation and selection purposes.

Research has culminated in criteria to identify events where athletes score point improvements far beyond expectations. Every scored event will be subject to these filters and events that exceed the threshold of the criteria - a statistical probability of .0001 - will be marked for review by U.S. Ski & Snowboard Competition Services staff and the U.S. Ski & Snowboard Classification Working Group. The criteria are:

- a. Average improvement between seed points and points achieved in the race
- b. Average percent of point improvement
- c. Percent of the field that scored a point improvement

The cause of an exceptional event could range from random situational circumstances to penalty manipulation. If the Technical Delegate feels that an event may exceed the criteria, they should request that the event not be scored until a review has been completed. *If in doubt, they should contact the appropriate Regional Alpine Director for guidance.*

D. Miscellaneous Information

- 1. Although it is the Race Administrator’s duty to prepare minutes of meetings, e.g. Team Captains Meetings and, with the consent of the Technical Delegate – minutes of Jury meetings, it is the Technical Delegate’s responsibility to verify these documents have been properly prepared, signed and submitted
- 2. Retain full set of race documents including all accident reports; do not leave the venue without these documents in either electronic or paper copy format
- 3. Compile and retain personal notes regarding the race and/or the race personnel

V. Interruption of an Event

A. “START STOP” and its Procedures [705.5]

Information regarding “start stop” commands is found in the yellow flag section of DH rules; yellow zones may also be found on SG courses. “Start stop” commands are applicable at all levels of competition. The Technical Delegate is responsible for confirming that all Jury members, Eyes of the Jury and Jury Advisors have reviewed and are aware of “Start Stop” and “Start Stop/Yellow Flag Stop” procedures. **ANY Jury member, Eyes of the Jury or Jury Advisor MAY call a “Start, Stop” when necessary to address critical situations.**

NOTE: It is important that the Technical Delegate confer with the Chief of Race and respect area-specific race crew radio protocol; e.g. “Copy”, “Acknowledged” or “Confirmed”.

- 1. The command “Start Stop!” is called via radio by a Jury member, Eyes of the Jury (a coach positioned at a yellow flag zone) or Jury Advisor when it is necessary to control the departure

of the next racer – usually because the preceding racer has fallen and the racer or racer’s equipment is blocking the course. When this command is issued, the Start Referee must immediately close the start.

2. The command “Start Stop, Yellow Flag Stop!” is called via radio by the Jury member, Eyes of the Jury or Jury Advisor who called the “Start Stop” when it is necessary to control the departure of the next racer and also to “Yellow Flag” (stop) a racer who is already on course because the preceding racer has fallen and the racer or racer’s equipment is blocking the course. When this command is issued, the Start Referee must immediately close the start.
3. After closing the start the Start Referee must immediately, and in a concise manner, respond via radio:
 - a. That the start is closed, and
 - b. Must state the start number of the last competitor to have started as well as
 - c. The start number of the competitor held at the start.
 - d. The start referee should ensure that they know who called the start stop.
(Example: “start stop confirmed, number 23 on course, number 24 at the start”. Additional verbiage is discouraged because the Jury channel must be kept clear.)
4. When “start stop” or “start stop/yellow flag stop” is called, Ski Patrol assigned to the event and in radio contact with the Jury, is now on alert that a competitor may require medical assistance.
5. If the Jury/Eyes of the Jury/Jury Advisor call for medical assistance, Ski Patrol assigned to the event first verifies that the course is clear, e.g.: no racer is on course!
6. Once Ski Patrol assigned to the event has verified that it has a clear course, it responds to the call for medical assistance.
7. SKI PATROL ASSIGNED TO THE EVENT - NOT COACHES / TRAINERS / OFFICIALS / PARENTS / OTHER COMPETITORS - ARE THE FIRST RESPONDERS!
8. The individual (Jury member, eyes of the Jury or Jury Advisor) who called the “Start Stop” or “Start Stop, Yellow Flag Stop” is responsible for releasing the course hold.
9. The course is reopened at the direction of the Jury: either from top to bottom, bottom to top or from the position where the incident requiring the “Start Stop” occurred. Yellow flag stops generally require a course clear from the finish (timing) up.

B. Radio Communication Protocol

The following protocol is intended for review and use as a working document to be enhanced and revised in an effort to promote the clearest, most expedited communication for races. Further, the TD should communicate with the OC on who is ‘leading’ calls, or if they want the TD to lead.

RADIO COMMUNICATION PROTOCOL

The following protocol is intended for review and use as a working document to be enhanced and revised in an effort to promote the clearest, most expedited communication for races. Further, the TD should communicate with the OC on who is ‘leading’ calls, or if they want the TD to lead.

Start Stop – Simple: All activity contained in one section of the course in view of the Jury Member.

- Jury Member – “Start Stop! Start Stop!”
- Start Referee – “Start is stopped. Racer 32 on course, holding 33 in the gate.”
- Jury member – Identifies the issue for the stop (Example: “Racer 31 lost his ski pole in the track of the Roundhouse Turn. Course crew has retrieved it.”)

- Jury member – “(Location) is clear. Resume Start.”
- Start Referee – “Start is clear, resuming with racer 33 on next interval.”

Start Stop – Complex: Activity at more than one section of the course.

- Jury Member – “Start Stop! Start Stop!”
- Start Referee – “Start is stopped. Racer 10 on course, holding 6 in the gate.”
- Jury Member – “Athlete lost a ski and went into the net in the Roundhouse Turn. We will need course repair including (# needed) B-net poles after racer 10 passes.”
- Jury Member – “Repair is complete. (Location) is clear. Resume start.”
- Start Referee – “Confirm (location) is clear. Please clear from the finish up. Timing?” (Each Jury Member or Jury Advisor clears their section moving up the hill).
- Start Referee – “Start is clear, resuming with racer 6 on next interval.”

Start Stop - Yellow Flag

- Yellow Flag Jury Member– “Start Stop, Start Stop, Yellow Flag!”
- Start Referee – “Start is stopped. Racer 56 on course, holding 57. Yellow flag 56!”
- Yellow Flag Jury Member – “Yellow flag out, 56 is stopped and will return for a rerun.”
 - If medical is required – “Medical required at (location).”
 - Start Referee – “Medical notified; in route to (location).”
 - Yellow Flag Jury Member – (After athlete is transported and repairs are complete) “Athlete being transported. Repair is complete. (Location) is clear. Resume start.”
 - Start Referee – “Confirm (location) is clear. Finish (or nearest exit location) please notify when medical exits the course.”
 - Finish Referee (or nearest exit location) – “Medical is clear.”
- Start Referee – “Confirm course is clear. Please clear from the finish up. Timing?” (Each Jury member or Jury Advisor clears their section moving up the hill).
- Start Referee – “Start is clear, resuming with racer 57 on next interval.”

NOTE: At some resorts, a “Course Clear” is controlled by the Chief of Race or Start Referee. This often depends on the level of experience these officials may or may not have. A long course hold generally requires a clear from the bottom up; a short one (gate/flag repair) may clear from the “start stop” position.

The Technical Delegate is responsible for confirming that all Jury members, Jury Advisors, and Eyes of the Jury have reviewed and are aware of “start stop” and “start stop/yellow flag stop” procedures.

C. Other Necessary and Planned Interruptions

1. Course maintenance

Most course maintenance issues do not require a start/stop. An exception is if a broken gate or other material poses an inherent safety risk to competitors on the course. Otherwise experienced race crew members can operate within the start interval.

When it is necessary to have a hold for an extended period of time for course maintenance, the Chief of Course or another Jury member can inform the Start Referee to interrupt the race to complete the task. On fixed interval events, it is common to indicate the requested amount of time in terms of number of intervals - “We will need a 4 interval hold for maintenance.”

2. Timing Hold

Timing hold information is passed along to the jury and others by the Start Referee by radio to Jury positions along the course and voice communication to those in the start area. ANY Jury member or Jury Advisor can call a “Start, Stop” when necessary to address safety or critical situations.

3. **Start Interval**

The designated start interval for “fixed interval” events GS/SG/DH is the time planned between racers. The start interval duration should be listed on the program for FIS races as it is critical for course workers and officials to know when it is clear to work or communicate between racers. Changes to the start interval **MUST** be communicated over the jury channel by the Start Referee or Timing.

4. **Finish Interval**

A finish interval is a decision to start one racer after the completion of the run by the previous racer. The use of a finish interval, though not required, for the last few remaining athletes on the start list may help eliminate unnecessary delays by minimizing the interference of an athlete due to occurring issues on course prior to their start.

VI. Update & Review for Continuing Education: [Refer to “2017-2018 Review & Update for Continuing Education”, 2018 edition of ACR, Online Edition of current ICR and, if applicable, current Precisions]

A. U.S. SKI & SNOWBOARD COMPETITION CONTINUING EDUCATION (UPDATE)

1. NEW BRAND MARK

Along with a name change, U.S. Ski and Snowboard has a new brand. The name change and the new brand mark will unite athletes, members and fans as one team with a vision to be the best in the World in Olympic skiing and snowboarding. Each element of the brand embodies the most critical elements of our vision, mission and core values of excellence, passion, community and team.

- The three stars represent the primary focus of athletes as they strive to be the Best in the World; To reach the podium.
- The two distinct mountain peaks are emblematic of athletes’ passion for skiing and snowboarding and represent the place where they pursue their dreams.
- The two red stripes are in honor of our nation’s flag and their angle celebrates speed.

The format for company email addresses will change to full-name format; e.g. jeff.weinman@usskiandsnowboard.org. All website links will change to usskiandsnowboard.org.

2. MASTER PACKET OF FORMS

All forms in the Master Packet of Forms have been reviewed and have been updated to reflect, where required, the new brand. In addition, a “Post Event Checklist” has been added to directions for preparing and submitting both non-FIS and FIS Event Document Packets.

3. SHORT TERM MEMBERSHIP CHANGE

Short-Term memberships are limited to two (2) separate purchases per season and are available for athletes competing in U.S. Ski & Snowboard non-FIS events; receipt for membership must be printed and presented to event Organizer. For additional information, refer to Membership FAQ’s on the U.S. Ski & Snowboard website or contact Member Services via phone, email or online chat. Short-Term membership is not available for Officials or Coaches.

4. U10 AND U12 DUAL-GENDER EVENTS WITH YEAR-OF-BIRTH SEEDING

An exciting event format will be introduced during season 2017-2018 that will allow for dual-gender and Year of Birth seeding. Start Lists will be generated using TRS system and results will be generated by YOB; team results may also be generated.

5. JURY ADVISOR (START & FINISH REFEREE) CERTIFICATION

Start and Finish Referees must be certified Jury Advisors, Referee or Chief of Race for all U.S. Ski & Snowboard events – both non-scored and scored.

6. JURY MINUTES: DELAYS, POSTPONEMENTS, TERMINATIONS OR CANCELLATIONS

- If an event (training or part of race) is rescheduled for a later time slot *on the same day*, it is **delayed**.
- If an event is rescheduled for a *different day within the same series*, it is **postponed**.
- When an event (training or part of a race) is started but cannot be finished, it is **terminated**. *This terminology is used even if only one Forerunner starts.*
- If an event (training or part of a race) cannot be rescheduled *within the same series*, it is **canceled**, the U.S. Ski & Snowboard race code/FIS codex number is vacated and the event liability insurance is no longer valid. *A new Schedule Agreement will be required.*

7. TIMING & DATA TECHNICAL REPORT REQUIREMENT

A Timing and Data Technical Report is required for all levels of U.S. Ski & Snowboard events – both non-scored and scored. For non-FIS events, a signed copy of this form must be submitted to the applicable region/division representative. *FIS will evaluate the TDTR's for FIS events and will report any anomalies to U.S. Ski & Snowboard Competition Services.*

A copy of the calculation(s) required for Replacement Time(s) (EET) must accompany the TDTR submitted to the above U.S. Ski & Snowboard Region/Division representatives.

8. HEAD TAX

List of athletes who are waived from Head Tax is available in the Master Packet of Forms. Athletes who are ranked 100 or better (in the world) in one of the events being contested may, in accordance with an agreement with U.S. Ski & Snowboard or at the discretion of the Organizing Committee, be granted complimentary entry and lift fees; these athletes will also be waived from Head Tax payment.

9. ADDRESS CHANGE FOR NON-FIS TECHNICAL DELEGATE REPORTS

Copies of non-FIS Report of the Technical Delegate and Technical Delegate's Expense Report are to be sent to USTDReports@gmail.com.

10. U.S. SKI & SNOWBOARD COURSE SETTING SPECIFICATIONS (SCORED AND NON-SCORED)

The 2017-2018 U.S. Ski & Snowboard Course Setting Specifications for scored and non-scored non-FIS events are available at usskiandsnowboard.org. Please note, for non-FIS events, the number of gates/direction changes is based on distance between gates, not percentage of vertical drop.

11. RACE ARENA & THE JURY

The Jury is responsible for the “race arena” which is accepted as being within (the side-to-side fencing) and without (start area and finish arena) the confines of the competition area and any location connected with the competition (training area).]223.2.1]

B. FIS COMPETITION CONTINUING EDUCATION (UPDATE) 2017-2018:

1. FIS PENALTY CALCULATION

The Category Adder will be published on the first page of each FIS Points List. A “Z-value” will no longer be considered for FIS Penalty calculation.

2. PROTEST AND SANCTION FEES

Protest fees for a protest that is upheld are returned to the protesting party. Protest fees for protests that are not upheld are to be submitted to U.S. Ski & Snowboard Competition Services; this requirement also applies to monetary sanctions that are collected on site. Tendered

amount(s) will be forwarded to the FIS Office. [644.4] and must be identified by event, date, codex and name of applicable protest/sanction.

3. JURY MINUTES: DELAYS, POSTPONEMENTS, TERMINATIONS OR CANCELLATIONS

The same verbiage used for non-FIS events also applies to FIS events.

4. FIS EMAIL CHANGE

Communications with FIS Office, e.g. Minutes of Protest, Sanctions, etc. are to be sent to alpine@fisski.com.

5. COURSE SPECIFICATIONS

Refer to current editions of U.S. Ski & Snowboard ACR and FIS ICR and their Precisions for minimum/maximum vertical drop and gate requirements (type, count or distance between gates) for U.S. Ski & Snowboard and FIS events.

C. GENERAL REVIEW AND CLARIFICATION - U.S. SKI & SNOWBOARD AND FIS:

1. MEMBER LOOKUP TOOL

Users are able to search for “current” members as well as “previous” and “all” members. Among other included features is coding to display why a given member may be on pending status. Information is provided regarding those who have purchased short-term memberships and includes validity dates.

2. NOT PERMITTED TO START - NPS

A competitor will not be permitted to start (NPS) in any competition who does not wear a crash helmet that conforms to the Specifications for Competition Equipment [606.4], or does not have ski brakes on their skis [606.3], **does not wear or carry an official start number according to the rules [606.1, 627, 627.2, 627.6]** *An “official start number” refers to any bib issued by the local event organizer; this includes replacement bibs furnished by the Start Referee.*

3. RECORDING “NPS” SITUATION – NON-FIS AND FIS EVENTS

- a. Due to rule(s) violation(s), athlete is not permitted to start; this could apply to either run of a 2-run event.
- b. Athlete’s status is recorded by the Start Referee as “Not Permitted to Start” (NPS); reason must be stated. *It is suggested that the athlete’s bib as well as name be recorded.*
- c. “NPS” must be noted in Report by the Referee as required.
- d. Applicable rule number(s) must be noted for results.
- e. Software will include “NPS” designation.
- f. Technical Delegate must verify accuracy of Official Results and Penalty posted on U.S. Ski & Snowboard/FIS websites.

4. EVENTS WHERE POINT IMPROVEMENTS EXCEED EXPECTATIONS

The goal of the U.S. Ski & Snowboard scoring system is to ensure fair and accurate events so earned results represent an athlete’s ability. An accurate scoring system is critical for athlete ranking, evaluation and selection purposes.

Research has culminated in criteria to identify events where athletes score point improvements far beyond expectations. Every scored event will be subject to these filters and events that exceed the threshold of the criteria - a statistical probability of .0001 - will be marked for review by U.S. Ski & Snowboard Competition Services staff and the U.S. Ski & Snowboard Classification Working Group. The criteria are:

- a. Average improvement between seed points and points achieved in the race
- b. Average percent of point improvement
- c. Percent of the field that scored a point improvement

The cause of an exceptional event could range from random situational circumstances to penalty manipulation. If the Technical Delegate feels that an event may exceed the criteria, they should request that the event not be scored until a review has been completed. *If in doubt, they should contact the appropriate Regional Alpine Manager for guidance.*

5. APPLICATION OF TIME PENALTY

ICR 223.3.1 - “A Time Penalty” does not apply to Alpine events. It is a “general rule” and is applicable to Nordic.

6. FIS OFFICE COMMUNICATION AND STAFF

- a. For event changes, etc., written confirmation must come from the National Association; Organizers and Technical Delegates should not deal directly with the FIS Office.
- b. Once a Jury is confirmed, however, and a program change is required, only the Technical Delegate should deal directly with the FIS Office; U.S. Ski & Snowboard Competition Services must also be notified of any changes.

7. TECHNICAL DELEGATE’S ARRIVAL

An Organizing Committee that requests that the Technical Delegate not arrive until shortly before the Team Captains’ Meeting is in violation of ACR and ICR Art. 602.4.3 and risks loss of liability insurance coverage. ACR states Technical Delegate “should” arrive 48 hours prior to first draw for Downhill or Super G and 24 hours prior to draw for all other events; ICR requires the Technical Delegate “must” arrive on site within the same time parameters. Technical Delegates are required to fulfill all the ACR/ICR duties of the Technical Delegate and late arrival does not allow for attention to pre-event duties.

8. FIS BASE POINTS

Base Points must not be used for seeding or penalty calculation purposes.

9. EVENT DOCUMENT PACKETS - REVIEW & IMPORTANCE

Event Document Packets are required for all levels of U.S. Ski & Snowboard competition: non-scored and scored; this also applies to speed training. Event Document Packets are important for risk management purposes. Divisions will appoint an individual who will undertake the review of these submitted packets. The focus will be to verify accuracy and content of the packets and identify areas and/or officials who could benefit from mentorship. The reviewers will also assist U.S. Ski & Snowboard Competition Services staff identify events for which no documents have been filed.

Instructions for content, preparation and submittal of Event Document Packets – both non-FIS and FIS, have been updated and are available in the Master Packet of Forms (MPF) on the U.S. Ski & Snowboard website.

10. U.S. SKI & SNOWBOARD EQUIPMENT MATRIX

The 2017-2018 U.S. Ski & Snowboard Equipment matrix is available at usskiandsnowboard.org.

11. SUPER G TRAINING RUNS AT YOUTH COMPETITIONS

Official training for U12 and U14 Super G is an integral part of the competition. The schedule must include at least one training run *without posted times* prior to the first competition, and all athletes are required to participate. If competition includes U16 athletes, U1256.4 applies. For U16 Super G, an official training run is recommended and, if scheduled, all entrants are required to participate according to the decisions of the Jury. [U1003.2.1]

In exceptional cases, which must be documented in Jury Minutes, a controlled free-ski run may be authorized in lieu of an official training run.

12. DRONES AT ALPINE COMPETITIONS

Any use of aerial drones must comply with Federal, State and Local laws as well as ski area regulations. If a drone operator can show compliance with these regulations, at the direction of the Jury, a drone may be used as a point of view camera (POV) prior to forerunners. Drones may not be used during the conduct of the competition. If a drone breaches the boundaries of the course, the competition should be halted until the drone withdraws.

13. DUE PROCESS [224.7]

Prior to the imposition of a penalty (except in cases of verbal reprimands and withdrawal of accreditation), the person accused of an offense shall be given the opportunity to present a defense at a hearing, verbally or in writing. Defense can include, but is not limited to the following:

- Calling witnesses
- Questioning witnesses upon whose testimony the Jury relies
Considering information from a witness who is unavailable for questioning by the accused would create a serious issue. It is also unwise for Jury members to discuss a situation and consider possible penalties prior to hearing all testimony. The Jury must adhere to the following policy:
 - Consider infraction
 - Hear and consider all testimony and evidence
 - Allow accused person the opportunity to present a defense and review all evidence (question witnesses, etc.)
 - Deliberate
 - Make a fair decision
 - Review, vote and sign prepared Jury Minutes of decision
 - Notify affected parties

14. MINUTES - REQUIREMENTS

- a. **EVENT MEDICAL PLAN:** An event medical plan must be in place for all U.S. Ski & Snowboard-sanctioned events and must be reviewed and approved by the Jury prior to being presented to the Team Captains. *Jury Minutes documenting the review are required; presentation to the Team Captains is documented in the Team Captains' Meeting Minutes.*
- b. **JURY INSPECTION:** The competition Jury must inspect course set and final installation of on-hill competitor security measures for all U.S. Ski & Snowboard-sanctioned events and confirm the daily Program (schedule); Team Captains are encouraged to attend inspection. Necessary changes to course set and on-hill competitor security measures are the responsibility of the Jury. *Jury Minutes documenting the inspection and approval by Jury and Team Captains as well as confirmation of the Program (schedule), are required.*
- c. **TEAM CAPTAINS' MEETINGS:** An actual meeting, attended in person by Team Captains, Jury, and race officials is a critical and mandatory part of the competition and is important for communication of Jury instructions, support of the Organizing Committee ("OC"), as well as conveying requests and information. It is also a critical element for risk management and liability-related matters. **[621.8, 604.3]**
- d. **JURY MEMBERS' VOTES:** The Start and Finish Referees are voting members of the Jury only for Olympic Winter Games and World Ski Championships. For all other events, they should not be listed under "Jury Members Present" as they have no vote and do not

sign Jury Minutes. **Marking “NO” means an official voted: “NO”; it does not mean the official does not have voting rights.**

15. COMPETITION EQUIPMENT

Equipment is the responsibility of the athlete and in the case of a minor, their parents or guardians. Equipment must be maintained and utilized in accordance with manufacturer’s instructions. Protests against equipment at a U.S. Ski & Snowboard non-FIS event must be handled in accordance with current “Guidelines Regarding Equipment Control and Protests at U.S. Ski & Snowboard non-FIS Events” that can be found in the “Master Packet of Forms.” Protests against equipment at a FIS event must be handled in accordance with current FIS rules. Please refer to current FIS and U.S. Ski & Snowboard Equipment Regulations for season 2017-2018 and/or the current edition of FIS Specifications for Competition Equipment.

16. COMPETITORS’ PROTECTIVE MEASURES

With the exception of forearm protection used in Super G, Giant Slalom and Slalom, and shin protection used in Slalom, body protection must be worn under the suit. *This includes knee braces; however, a brace may be worn over the suit if it is then covered with a piece of an old suit.* [FIS Specifications for Competition Equipment; Edition 2017-2018]

17. COMPETITION SUITS

For Downhill, Giant Slalom and Super G upper-level competitions (OWG, WSC, WC, COC, WJSC), competition suits must have either a plomb or a label attesting conformity with FIS specifications. **[606.2.1] Only new suits will have labels; suits that only have plombs are acceptable.**

18. HELMETS AND CAMERAS - U.S. SKI & SNOWBOARD EVENTS

a. All competitors and forerunners must wear a helmet for Giant Slalom, Slalom, Downhill and Downhill Training, Super G and Alpine Combined that meets current equipment specifications. **[606.4, 707, 807, 907, 1007, and additional U.S. Ski & Snowboard and FIS regulations.]**

- 1) Athletes U14 and older must use helmets that meet the FIS standards for all U.S. Ski & Snowboard Giant Slalom, Super G and Downhill. U14 and older competitors whose helmets are not in compliance will not be permitted to start.
- 2) Regulations for helmets for Slalom, Giant Slalom, Super G and Downhill are applicable without exception at all levels of FIS competition **[2.3.3]**
- 3) Soft ear protection is only permitted for helmets used in Slalom. **[807]**

b. HELMET AND BODY MOUNTED CAMERAS

- 1) Helmet and body-mounted cameras are not approved for use at U.S. Ski & Snowboard non-FIS events. *Athletes who have personalized their helmets, e.g. camera mounts, bling, stickers, etc., are allowed to start.*
- 2) Competitors and forerunners at FIS alpine events are prohibited from using cameras; camera mounts are also prohibited. *This prohibition does not apply to properly credentialed FIS media, e.g. POV runners.*

19. COURSE SETTING GUIDELINES FOR MULTIPLE AGE CLASS COMPETITIONS

For multiple age class competitions, course setting guidelines for Super G, Giant Slalom and Slalom events are based on one class older than the youngest age class competing, e.g., U16, U14, U12 and U10 will follow U12 guidelines. Downhill event course setting is based on the youngest age class competing. **U8, although recognized by U.S. Ski & Snowboard, as well as additional classes for younger competitors are established for the purpose of awards and are subject to U10 course setting guidelines.**

20. INTERDICTION TO CONTINUE AFTER A COMPETITOR STOPS

If a competitor misses a gate [614.2.2] or comes to a complete stop (e.g. after a fall), he must no longer continue through previous or further gates. This interdiction is valid in all events with a fixed start interval (Downhill, Super G, and Giant Slalom). The only exception is Slalom [661.4.1], as long as *the competitor does not interfere with the run of the next competitor or has not been passed by the next competitor.* [614.2.3]

A competitor who has been passed cannot continue on course and is classified as a DNF; the penalty for continuing to race after a complete stop is disqualification. [628.8] *At the discretion of the Jury, additional sanctions may be applied.*

21. RERUNS

When making a determination on the validity of a provisional rerun, the Jury must evaluate the following, many of which are included in the provisions of Rule 623:

- a. Did the competitor cross the finish line? *Unless the claimed obstruction occurred in close proximity to the finish line and the competitor's racing speed did not allow sufficient time for the competitor to avoid crossing the finish line, the Jury may consider the run is over.*
- b. When interference did not occur in immediate proximity to the finish line, did competitor stop immediately after the obstruction or interference occurred and *report the incident to the nearest Gate Judge or Jury member?*
- c. Does the claimed obstruction/interference meet the requirements of 623.1.2 (Technical Failure), 623.1.3 (Yellow Flag) or 623.2 (Grounds for Interference)?
- d. Did a "similar incident" occur that caused significant loss of speed or lengthening of the racing line and consequently affect the competitor's time? [623.2.6] *Please note the reference to "competitor's time" refers to "time on course" – not "competitor's assigned time". Example would be if a competitor is forced to ski around a hole in the course, this would lengthen his racing line and affect his time. Rules 623.1.2, 623.1.3, and 623.2.1 – 623.2.5 list specific definitions of obstructions/interference, and rules cannot be written to address all issues that could be so defined. Rule 623.2.6 refers to "similar incident" which gives the Jury latitude to address these issues. This could apply to an obstruction that occurred in immediate proximity to the finish line, a gate that is not replaced in the correct position and requires a reaction time of one or more gates; weather issues, e.g. fog, lightening, snow swirl, etc.; course condition, e.g. surface breakdown, etc.*
- e. Did the competitor commit a fault (gate fault or start procedure fault) prior to the obstruction or interference? [628.7]
- f. Only the Jury can authorize a provisional start or validate a provisional run.
- g. A provisional or definitively approved rerun remains valid even if it proves slower than the obstructed run.
- h. For provisional reruns required by broken gates, every case must be checked individually; the Jury on site is the only group that can decide, based on the particular and detailed circumstances, if interference occurred.

EXCEPTION: If actual interference is witnessed by a Jury member, Jury Advisor or a Connection Coach, and upon request from the competitor or their coach, a rerun – not a provisional – should be authorized. If prior to the incident entitling the competitor to a rerun, an infraction was committed that would result in disqualification, the rerun is not valid. The rerun remains valid even if it proves slower than the obstructed one.

22. FORERUNNERS

Forerunners must meet all competition requirements. This includes, but is not limited to, specifications for general equipment, helmet rules and eligibility for event being contested: e.g. age limitation, vertical drop. In addition, Forerunners for a FIS event who are not FIS inscribed, must sign the FIS Athletes Declaration (parent/guardian signature may be required).

23. KOMBI RULES

- a. Youth Kombi events must be set using appropriately homologated hills. Slalom/Giant Slalom format (technical orientation) using a hill homologated for Giant Slalom and Giant Slalom/Super G format (speed orientation) using a hill homologated for Super G.
- b. Athletes must use the helmet that meets the standards for the faster of the two events being contested.
- c. Please refer to all sections of **ACR U1259.3.2** for complete details.

24. DUAL PARALLEL EVENTS

Dual Parallel events follow either Giant Slalom or Slalom format. Two or more competitors race simultaneously side by side down two or more courses with the winners advancing into “brackets” and elimination-type finals. U.S. Ski & Snowboard has adopted “U” rules for dual parallel events; with the exception of those “U” rules, ICR rules apply.

In addition to the “U” rules, it is also recommended that a suggested format be included to give organizers and athletes a general idea of how the event should be run. This suggested format could be used or not based on divisional goals.

- a. All athletes will take two qualifying runs with combined times used to seed the brackets
- b. The top 16 men and women will be advanced to brackets
- c. Penalty time shall be 5% of the fastest single run time with a 1.5-second maximum. This is calculated separately for each gender or group racing.
- d. Brackets will be conducted as a two-run event with maximum time that can be won or lost in the first run as the calculated penalty time. Athletes change courses for the second run.
- e. Differential time will be used if start gates that have controlled release are available. Net times will be used if starts use a wand.

25. PARALLEL EVENTS

Parallel events can be staged using either Giant Slalom or Slalom format. Winners of each run do not advance into “brackets” or elimination-type finals. Overall winner is decided either by fastest time on course [1-run format) or fastest combined time (2-run format).

26. PARALLEL EVENT COURSE SETTING

The distance between two corresponding gates (from turning pole to turning pole) should be no less than 6 meters. **[1225] Stepping back (hiking) is not allowed [614.2.3]and is cause for disqualification [1232.1]**



TD WORKING GROUP TD CANDIDATE NOMINATION FORM

(NOMINATION ____ SECOND ____*) DATE OF NOMINATION : _____

NAME OF NOMINEE: _____ DATE OF BIRTH: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TEL: (WORK) ()-() (HOME) ()-() (FAX) ()-()

E-MAIL: _____ (CELL): ()-()

NOMINATOR OR SECONDER (PLEASE PRINT NAME) _____ U.S. or FIS TD # _____

CITY: _____ STATE: _____ ZIP: _____

TEL: (WORK) ()-() (HOME) ()-() (FAX) ()-()

E-MAIL: _____ (CELL): ()-()

TO THE NOMINATOR AND SECONDER: SELECTION OF NOMINEES AS POTENTIAL U.S. TECHNICAL DELEGATES IS A PROCESS OF CONSIDERABLE SIGNIFICANCE BOTH IN TIME AND FINANCIAL COMMITMENT. BECAUSE THE NOMINATION AND SECONDERING OF AN INDIVIDUAL IS AN IMPORTANT FIRST STEP IN THIS PROCESS, IT IS EXPECTED THAT THE NOMINATOR AND SECONDER WILL PROVIDE THE U.S. TD WORKING GROUP WITH ALL NECESSARY BACKGROUND DATA ON THE NOMINEE.

THERE ARE THREE PARTS TO THIS NOMINATION / SECONDERING FORM:

PART I KNOWLEDGE AND EXPERIENCE FACTORS

PART II PERSONAL FACTORS

PART III ADDITIONAL BIOGRAPHICAL INFORMATION

NOMINATORS ARE REQUESTED TO COMPLETE ALL OF PARTS I, II AND III.

SECONDS, TWO (2) ARE REQUIRED, ARE REQUESTED TO COMPLETE ONLY SECTION "D" OF PART I AND ALL OF PARTS II AND III.

IT IS IMPORTANT TO NOTE THAT BOTH NOMINATING AND SECONDERING PARTIES SHOULD HAVE WORKED WITH AND HAVE A FIRSTHAND KNOWLEDGE OF THE NOMINEE'S INVOLVEMENT IN SKIING AS WELL AS THEIR SKIING ABILITY.

U.S. NOMINEE'S REQUIRE ONLY ONE (1) OF THE FOLLOWING SUPPORTING SIGNATURES*:

DIVISIONAL ALPINE OFFICIALS' CHAIRPERSON: _____

DIVISIONAL TECHNICAL DELEGATE CHAIRPERSON: _____

* TWO (2) SECONDS FROM U.S. TD'S ARE REQUIRED FOR EACH NOMINEE

I. KNOWLEDGE AND EXPERIENCE FACTORS:

- A. ATTACH A LIST OF ALL CURRENT U.S. OFFICIATING CREDENTIALS – DATE WHEN RECEIVED (U.S. NOMINEE'S SHOULD, IF AVAILABLE, ATTACH A COPY OF THEIR U.S. "OFFICIALS HISTORY".
- B. DOCUMENTATION OF OFFICIATING EXPERIENCE AND EDUCATION. INCLUDE EVENT LEVEL.
(LEVEL = STATE, DIV, REG, NAT OR FIS)
1. ATTACH A LIST OF ALL U.S. SANCTIONED EVENTS WHERE NOMINEE SERVED AS A REFEREE OR ASSISTANT REFEREE DURING THE PAST THREE (3) COMPETITIVE SEASONS.
(Include Date, Name of Event, Location of Event, Event Type and Level of Event)
2. ATTACH A LIST OF ALL U.S. SANCTIONED EVENTS WHERE NOMINEE SERVED IN AN OFFICIAL CAPACITY.
(Include Date, Name of Event, Location of Event, Event Type, Level of Event and Official Position.)
3. ATTACH A LIST OF ALL ALPINE OFFICIALS' CLINICS WHERE THE NOMINEE ATTENDED OR SERVED AS STAFF DURING THE PAST THREE (3) SEASONS.
(Include Date, Clinic Location, Clinic Level and whether present as Attendee or Staff.)
- C. ALPINE SKIING INVOLVEMENT: ATTACH A LIST OF NOMINEE'S EXPERIENCE: INCLUDE COMPETITOR, COACH, INSTRUCTOR, RACE ORGANIZER OR RACE CHAIRMAN, COMMITTEE APPOINTMENTS, ETC.
- D. OBJECTIVE EVALUATION OF THE NOMINEE'S KNOWLEDGE AND DEMONSTRATED APPLICATION OF U.S. RULES. PLEASE RATE EACH FACTOR:

(K) - KNOWLEDGE AND (DA) DEMONSTRATED APPLICATION FOR EACH EVENT AND GENERAL RULES.

(E.G. - IF KNOWLEDGE OF SLALOM RULES IS VERY GOOD, BUT THERE IS A DEMONSTRATED LACK OF EXPERIENCE IN APPLYING THEM, MARK THE (K) COLUMN "VERY GOOD" AND THE (DA) COLUMN IN THE " NEED MORE EXPERIENCE " AREA.

	SLALOM		GIANT SLALOM		SUPER G		DOWNHILL		GENERAL	
	K	DA	K	DA	K	DA	K	DA	K	DA
NEEDS MORE EXPERIENCE										
FAIR										
VERY GOOD										
EXCELLENT										

- E. EVALUATION OF NOMINEE'S SKIING ABILITY. NOTE: AS A GENERAL GUIDELINE, IT IS NOT EXPECTED THAT THE TD NOMINEE BE ABLE TO "RACE A COURSE". IT IS, HOWEVER, IMPERATIVE THAT THE TD NOMINEE BE ABLE TO DEMONSTRATE THE ABILITY TO SKI ALL TYPES OF COURSES WELL ENOUGH SO AS TO MAINTAIN THE RESPECT OF COMPETITORS, COACHES AND THE RACE ORGANIZATION. IT IS ALSO IMPERATIVE THAT THE TD NOMINEE, WHILE ON SKIS, BE ABLE TO DEMONSTRATE THE ABILITY TO COORDINATE THE ON-HILL COMPETITOR SECURITY AND RACE QUALITY ASPECTS OF A COMPETITION.

EVALUATION: FOR THE SPECIFIC EVENTS, THE NOMINEE DEMONSTRATED THE ABILITY TO HANDLE ALL ASPECTS OF TERRAIN AND CONDITIONS IN THE FOLLOWING MANNER:

(CHOOSE ONE)	<u>SL / GS</u>	<u>DH / SG</u>
1. WITH EASE AND CONFIDENCE	_____	_____
2. PROFICIENTLY	_____	_____
3. ADEQUATELY	_____	_____
4. NEEDS IMPROVEMENT TO HANDLE TASKS	_____	_____
5. UNKNOWN	_____	_____

II. PERSONAL FACTORS

OF EQUAL IMPORTANCE TO THE KNOWLEDGE AND EXPERIENCE FACTORS, IS THE MANNER IN WHICH A TD NOMINEE IS PERCEIVED BY THE COACHES, COMPETITORS, RACE ORGANIZATION, MEDIA, ETC. SUCH PERCEPTION HAS A SIGNIFICANT IMPACT ON HIS / HER ABILITY TO PERFORM THE REQUIRED TECHNICAL DELEGATE'S TASKS.

FOUR KEY FACTORS / ELEMENTS HAVE BEEN SELECTED FOR OBJECTIVE EVALUATION; A BRIEF LISTING AND SUMMARY OF THE ITEMS TO BE CONSIDERED FOLLOWS:

COMMENTS: _____

A. DEPENDABILITY - PLANS AHEAD:

ARRIVES AT THE RACE SITE WELL IN ADVANCE; IS ON TIME FOR COURSE INSPECTIONS; DOES WHAT IS PROMISED; COMPLETES REPORTS IN A TIMELY MANNER; COMES EQUIPPED TO HANDLE THE TASK.

B. ABILITY TO GET ALONG WITH PEOPLE - IS A "TEAM PLAYER / BUILDER / LEADER":

WORKS IN A CONSTRUCTIVE RATHER THAN AN ABRASIVE MANNER; IS ABLE TO WIN THE CONFIDENCE

OF JURY, RACE ORGANIZATION, COACHES; IS PERCEIVED AS KNOWLEDGEABLE AND FIRM, YET FAIR; NOMINEE PRESENTS A GOOD PERSONAL APPEARANCE.

C. ENTHUSIASM - DISPLAYS A POSITIVE ATTITUDE:

IS ABLE TO HELP RACE ORGANIZERS, AREA MANAGEMENT, JURY, ETC. IN OVERCOMING DIFFICULT SITUATIONS - E.G. WEATHER, STAFFING, ETC.; PORTRAYS A POSITIVE IMAGE.

D. JUDGEMENT UNDER PRESSURE - MAINTAINS COMPOSURE AND HELPS OTHERS TO DO SO:

DISPLAYS THE ABILITY TO MAKES SOUND DECISIONS IN DIFFICULT SITUATIONS BASED UPON THE APPLICABLE RULES; DISPLAYS EXPERIENCE AND JUDGEMENT; BECOMES PART OF THE SOLUTION OF A PROBLEM NOT PART OF THE PROBLEM; MAINTAINS PERSPECTIVE ON COMPETITOR SECURITY.

RATE THE NOMINEE BY PLACING AN " X " FOR EACH FACTOR IN THE APPROPRIATE BOX.
WHERE POSSIBLE, PROVIDE EXPLANATION TO SUPPORT THE RATING.

EVALUATION ITEMS	EXCELLEN T	VERY GOOD	GOOD	FAIR	POOR
DEPENDABILITY					
ABILITY OF GET ALONG WITH OTHERS					
ENTHUSIASM					
JUDGEMENT UNDER PRESSURE					

NOTE: WITH RESPECT TO THE ABOVE EVALUATION FACTORS "KNOWLEDGE, EXPERIENCE AND PERSONAL FACTORS", PLEASE INDICATE THE DATES AND CONDITIONS / EVENTS UNDER WHICH YOU HAVE PERSONALLY OBSERVED THE NOMINEE. INCLUDE THE PLACE, EVENT(S), YOUR POSITION AND THE NOMINEE'S ASSIGNMENT.

III. ADDITIONAL BIOGRAPHICAL INFORMATION

PLEASE PROVIDE AND ATTACH ON A SEPARATE PAGE, IF REQUIRED, ADDITIONAL DATA WHICH YOU FEEL WILL PROVIDE FURTHER KNOWLEDGE OF THE NOMINEE'S QUALIFICATIONS, MOTIVATION AND DEDICATION.

Please Mail This Form to the Responsible U.S. AO CHAIRMAN

SEE ADDITIONAL INFORMATION ATTACHED ()

NOMINEE'S NAME: _____
(Please Print)

NAME OF NOMINATOR/SECONDER: _____
(Please Print)

SIGNATURE OF NOMINATOR/SECONDER: _____

DATE: _____



TD WORKING GROUP
TD CANDIDATE PERFORMANCE EVALUATION FORM

NAME OF TD CANDIDATE: _____

ADDRESS: _____

CITY: _____ STATE: _____ COUNTRY: _____ ZIP: _____

TELEPHONE: (WORK) _____ (HOME) _____

(CELL): _____

(FAX): _____ E-MAIL: _____

NAME OF EVALUATOR: _____ U.S. or FIS TD # _____

ADDRESS: _____

CITY: _____ STATE: _____ COUNTRY: _____ ZIP: _____

TELEPHONE: (WORK) _____ (HOME) _____

(CELL): _____

(FAX): _____ E-MAIL: _____

SITE OF ASSIGNMENT: _____ COUNTRY: _____

GENDER: M _____ L _____

EVENT(S): SL _____ GS _____ SG _____ DH _____ PL _____ DATE(S) _____

TO THE EVALUATOR OF THE ABOVE U.S. TECHNICAL DELEGATE CANDIDATE:

REVIEW THIS EVALUATION FORM BEFORE THE COMPETITION SO AS TO INSURE A FAIR EVALUATION OF EACH ITEM.

PLEASE COMPLETE THIS EVALUATION FORM AS SOON AS POSSIBLE AFTER THE COMPLETION OF THE COMPETITION (IMMEDIATELY AFTER THE EVENT IS SUGGESTED) SO THE INFORMATION IS STILL FRESH IN YOUR MIND.

PLEASE COMPLETE EACH SECTION AS COMPLETELY AS POSSIBLE. IF FOR SOME REASON YOU ARE NOT ABLE TO EVALUATE A CERTAIN ITEM, NOTE IT AS SUCH.

ONE COPY OF THIS COMPLETED EVALUATION FORM, ATTACHED TO THE CANDIDATE'S RACE RESULT PACKET, MUST BE SUBMITTED TO THE APPLICABLE REGIONAL/DIVISIONAL/STATE ALPINE OFFICIALS' CHAIR.

EVALUATION AND CANDIDATE'S REPORTS ARE NOT TO BE SUBMITTED TO U.S. SKI AND SNOWBOARD.

- A. **PRE-EVENT COORDINATION WITH EVALUATOR:**
- | | | |
|---|-----|----|
| 1. INITIATED CONTACT WELL IN ADVANCE OF EVENT | YES | NO |
| 2. COMPLETED PRE-EVENT INSPECTION TRIP (DH/SG) | YES | NO |
| 3. ARRIVED AT EVENT SITE IN ADVANCE OF EVENT
(DH/SG: 48 hours before the draw for the first training.
In all other events: 24 hours before the draw for the event)
U.S. Alpine Competition Regulations 2.1.4.4.3 | YES | NO |
| 4. ARRIVED PROPERLY PREPARED (FORMS, ETC.) | YES | NO |
| 5. PROVIDED NOTICE TO CHIEF OF RACE OF ASSIGNMENT
ARRIVAL INFORMATION, ETC. | YES | NO |

IF ANY ITEMS ARE MARKED "NO", PLEASE EXPLAIN: _____

CANDIDATE MEETS REQUIREMENTS: _____ CANDIDATE DOES NOT MEET REQUIREMENTS: _____

EVALUATION SCALE FOR RATING A TD CANDIDATE'S PERFORMANCE

1. EXCELLENT 2. PROFICIENTLY 3. ADEQUATELY 4. NEEDS MORE EXPERIENCE 5. NOT EVALUATED

- B. **CANDIDATE'S ON - HILL PERFORMANCE**
1. CONSIDERING ALL ASPECTS OF TERRAIN AND SNOW CONDITIONS, CANDIDATE'S SKIING ABILITY IS COMMENSURATE WITH REQUIREMENTS OF THE EVENT (____)
(TD Candidates need not be racers. They should, however be able to demonstrate the ability to ski all types of course terrain well enough that they maintain the respect of competitors, coaches and race organizers.)
 2. CANDIDATE HAS THE ABILITY TO PERFORM KNOWLEDGEABLE COURSE INSPECTION (____)
 3. CANDIDATE HAS KNOWLEDGE OF PROPER TECHNIQUES OF COURSE PREPARATION (____)
 4. CANDIDATE HAS KNOWLEDGE OF PROPER / TIMELY USE OF CHEMICALS (____)
 5. CANDIDATE HAS THE ABILITY TO RECOGNIZE COMPETITOR ON-HILL SECURITY PROBLEMS THAT MAY RESULT FROM COURSE SETTING (____)
 6. CANDIDATE HAS THE ABILITY TO RECOGNIZE PROBLEMS THAT MAY RESULT FROM NATURAL OBSTACLES (____)
 7. CANDIDATE HAS THE ABILITY TO MAKE SUGGESTIONS TO RESOLVE PROBLEMS (____)
 8. CANDIDATE HAS CREDIBILITY WITH JURY, COACHES AND COURSE PERSONNEL (____)

IF NECESSARY, JUSTIFY RESPONSE. ITEMS MARKED "NOT EVALUATED" MUST BE JUSTIFIED: _____

CANDIDATE MEETS REQUIREMENTS: _____ CANDIDATE DOES NOT MEET REQUIREMENTS: _____

C. DECISION - MAKING AND JUDGEMENT ABILITIES

1. CANDIDATE HAS THE ABILITY TO MAKE TIMELY AND INFORMED DECISIONS ()
2. CANDIDATE HAS THE ABILITY TO ANTICIPATE SITUATIONS AND HEAD OFF THE DEVELOPMENT OF POTENTIAL PROBLEMS ()
3. CANDIDATE'S JUDGEMENT REFLECTS A SOLID BACKGROUND OF EXPERIENCE ()
4. CANDIDATE HAS THE ABILITY TO DEMONSTRATE SOUND JUDGEMENT REGARDING COURSE SETTING AND PREPARATION ()
5. CANDIDATE HAS THE ABILITY TO GATHER AND SOLICIT OPINIONS FROM OTHERS ()

IF NECESSARY, JUSTIFY RESPONSE. ITEMS MARKED "NOT EVALUATED" MUST BE JUSTIFIED: _____

CANDIDATE MEETS REQUIREMENTS: _____ CANDIDATE DOES NOT MEET REQUIREMENTS: _____

D. PERSONAL CONDUCT

1. CANDIDATE'S AVAILABILITY DURING SPAN OF COMPETITION ()
2. CANDIDATE'S OVERALL PERSONAL APPEARANCE ()
3. CANDIDATE'S CONDUCT AT JURY AND TEAM CAPTAINS' MEETINGS ()
4. CANDIDATE'S DEGREE OF ENTHUSIASM AND INVOLVEMENT IN EVENT ()
5. CANDIDATE'S RESPECT FOR JURY, TEAM CAPTAINS, RACE SECRETARIAT ()

IF NECESSARY, JUSTIFY RESPONSE. ITEMS MARKED "NOT EVALUATED" MUST BE JUSTIFIED: _____

CANDIDATE MEETS REQUIREMENTS: _____ CANDIDATE DOES NOT MEET REQUIREMENTS: _____

E. KNOWLEDGE AND APPLICATION OF RULES

1. CANDIDATE DEMONSTRATES KNOWLEDGE OF RULES FOR THE ASSIGNED EVENT(S) ()
2. CANDIDATE UNDERSTANDS THE GENERAL WORKING AND FUNCTION OF THE RACE JURY AND THE SPECIFIC FUNCTIONS OF EACH JURY MEMBER ()
3. CANDIDATE KNOWS THE PROCEDURES FOR HANDLING PROTESTS ()

IF NECESSARY, JUSTIFY RESPONSE. ITEMS MARKED "NOT EVALUATED" MUST BE JUSTIFIED: _____

CANDIDATE MEETS REQUIREMENTS: _____ CANDIDATE DOES NOT MEET REQUIREMENTS: _____

F.	<u>ADMINISTRATIVE PERFORMANCE</u>		
	1. CANDIDATE DEMONSTRATES / UNDERSTANDS PROPER USE OF ALL FORMS / DOCUMENTS	YES	NO
	2. CANDIDATE IS FAMILIAR WITH COMPUTER SCORING CAPABILITIES	YES	NO
	3. CANDIDATE PROPERLY CALCULATED RACE POINTS FOR TOP 10 RACERS	YES	NO
	4. CANDIDATE PROPERLY CALCULATED U.S. RACE PENALTY	YES	NO
	5. CANDIDATE PROPERLY COMPLETED <u>CANDIDATE</u> TD REPORT	YES	NO
	6. CANDIDATE REVIEWED TD REPORT AND RESULTS WITH EVALUATOR	YES	NO
	7. CANDIDATE WORKED CONSTRUCTIVELY WITH RACE SECRETARIAT	YES	NO

IF NECESSARY, JUSTIFY RESPONSE. ITEMS MARKED "NOT EVALUATED" MUST BE JUSTIFIED: _____

CANDIDATE MEETS REQUIREMENTS: _____ CANDIDATE DOES NOT MEET REQUIREMENTS: _____

EVALUATOR'S RECOMMENDATION:

CANDIDATE HAS SUCCESSFULLY MET ALL REQUIREMENTS: _____

CANDIDATE MUST BE RE-EVALUATED ON THE FOLLOWING SECTIONS: _____

EVALUATOR'S GENERAL COMMENTS ON CANDIDATE'S PERFORMANCE OR JUSTIFICATION FOR RECOMMENDING RE-EVALUATION: _____

DATE: _____ U.S./FIS TECHNICAL DELEGATE EVALUATOR: _____ # _____

PLEASE FORWARD THIS FORM ATTACHED TO A U.S. RACE RESULT PACKET THAT HAS BEEN ASSEMBLED BY THE CANDIDATE TO THE CANDIDATE'S APPLICABLE REGIONAL/DIVISIONAL/STATE ALPINE OFFICIALS CHAIRMAN.



ADVANCE EVENT INFORMATION FOR OFFICIALS

Race Organizers: Please complete and forward to assigned TD and guest officials at least TWO weeks in advance of event(s).

Name of Competition: _____

Event(s): DH ☐ SG ☐ GS ☐ SL ☐ AC/K ☐ Gender: M ☐ F ☐

Site of Event: _____ Run(s) _____

Day(s) and Dates(s): _____

Category: ☒ SR ☐ U21 ☐ U19 ☐ U16 ☐ U14 ☐ U12 ☐ U10 ☐ U8 ☐ MASTER ☐ SCORED ☐ OTHER ☐

The Team Captains' Meeting is scheduled for: _____

Location: _____

Seeding of the race will take place: _____

Computer-Generated Draw _____ Double Draw _____ N/A _____

Chief of Race: _____ Phone: (H) _____

Address: _____ Phone: (W) _____

Race Administrator: _____ Phone: (H) _____

Address: _____ Phone: (W) _____

Housing is reserved for you:

Dates(s): _____ Phone: _____

Motel/Hotel/Private Housing: _____

Address: _____

Meal Arrangements:

1. Please secure meals and submit receipts Yes ☐ No ☐
2. Your meals will be provided at: _____
3. Meal tickets will be issued for meals at: _____

Please contact _____ to confirm information and to give approximate time of arrival.

NOTE: The race organizers will upon presentation of Expense Report, invoices, and receipts by the TD, before departure, pay the necessary expenses incurred for room, meals, mileage and Technical Delegate's daily allowance according to current guidelines.]

EVENT NAME		
Event Location:		
Team Captains' Meeting	Date/Time:	
	Loc:	
TD's Arrival	Date/Time:	
	Loc:	
	Contact Person:	
Codex Gender Event		
Course Name:		
Homologation	#	
Start	Hom Eley:	Altm Eley:
Finish	Hom Eley:	Altm Eley:
	Hom VD:	Altm VD:
	VD Verified X / N	
	Piste Length:	
Gate Type		
	All Same: Y / N	
Panel Type		
	All Same: Y / N	
Timing Systems	Homologation Current? Y / N	
	Serial # / Clocks / Wand / Eyes	
	110 Supply / Generator / Gas	
	Tape Printers Working? Y / N	
	Hand Timing System / Quantity	
	Live Timing? Y / N	
Pre-Race	Snow Condition / Hardening Agents?	
	Volunteers #? Experience?	
	Gate Judges? / Forerunners	
	Training / Warm-Up Options	

CR	Name
	Cell
RA (Cert. Level)	Name
	Cell
RF Nominee	
Asst. RF DH / SG	
Course Setters	
Connection Coach (es) FIS / DH / SG	
T&C	Name
	Cell
	Online TDTR Software (FIS)
Patrol/Medical	Name
	Cell
Certifications/ Update Status	Setters/TD/RF/CR/CC/JA/TC/RA
	All OK? / No _____
RA's 2's	Software Version
	Date? Factor:
	Printer? Web Access?
	Location to Venue
	Start List(s) Availability
Competitor 2's	All Inscribed? / Pts Clock'd?
	Ski Up Agreements?
	Medical Hold List?
	Foreign Athlete Entry?
	Quotas? Y/N
	Ppts List Current/Installed? Y / N
	List Change During Event? Y / N
	Medical Plan
	Past TD reports
	Transmittal Names Members? Y/N
	Actually Present? Y / N

Weather	Forecast? Plan?
Warm-Up	Location
	Time Period
	Monitored By:
	Lane Assignments:
Snow Mobiles?	Protocol? Closure?
	Where? Route?
	Times? Who?
	Who Controls? Communication?
TD's Review	601.4.9.1 – 601.4.9.4
TD's Supplies	FIS List Cover Page,
	Altimeter, Camera, Tape Measure
	ACR/ICR, Precisions, Updates
	Notebook, Race Forms
B-Net / Protection/ Closures Materials	Supply vs Req'd Qty?
Pre-Inspect:	Closures / Crossings / Crowd / Crew Access/Spectators/Finish Depth & Width. Obstacles
	Other Resources/ Willys/ HiVis etc.
	Intermediate Timing Placement? Protection? Width? Manual or Auto?
	Proposed Programs/Entries/Points?
	Natural & Man-Made Hazards?
	VD, Width?
	Protection Installations? At or above homologated standards?
	Jury Locations?
	Scoreboard / Official Notices Location?
	Section Names & Yellow Zones
	Course Color Crew & Equip Adequate?
	Course Materials Supply Adequate?
	Radio Quantity & Protocol

RACE DAY	
Start Area	Size / Wand Height / Width?
	Athletes Protected from Public?
Course Insp Yellow Zones? Flags in Place?	Jury Y / N
	Gate Count:
	Direction Changes:
	1st = red/blue
	1st = right/left foot?
	Delay #
	Hairpin #
	Flush #
	Ready for Athletes' Insp? Y / N
	Team Captains Invited?
	Closures, Crossings, Banners
	Legal? Y / N
	Team Captains' Comments:
Finish	Finish Dye?
	Eyes? Vert sep. <=20cm?
	Eyes Protected? Other obstacles?
	Depth & Width of Arena
	Athlete Exit vs Public
	Surface Prep
AM Jury Mtg.	Security Approved?
	Course Approved?
	Med Plan Approved?
	Program Approved?
Notify:	CC, RA (Minutes)
Remind Jury & Jury Advisors	1) Skip lptl for slow racer (Pre FIS) 2) Start Stop Procedures (All Events)



PROGRAM

Date:		Site:		State:		Event:	
				1. RUN		2. RUN	
Radios:							
Jury Inspection:							
Referee/Assistant Referee:							
Course Setters (Names / Teams):							
Lift Open:							
Warm-up and Training Area:							
Inspection(one):							
Entry for Racers Closed:							
Photographers In Place:							
Entry for all Closed:							
Coaches in Place:							
No. of Forerunners: ()		Start Time:					
Start Times:							
Start Interval(s):							
Preparation Breaks:				As needed			
Yellow Zones/Flags:		Places		Back to Start			
1st							
2nd							
3rd							
Slip Crews:							
Intermediate Times:							
Awards Ceremony:							
Public Draw:							
				Name(s) / Team(s):			
Course Setter(s) Next Race:							
Next Team Captains' Meeting:							
Miscellaneous:							

TEAM CAPTAINS' MEETING MINUTES

Team Captains' Meeting of			Race Code(s)		
Other Officials	Name-Surname	Nat	TECHNICAL DATA		
Chief of Course			Name of Course		
Start Referee			Start		
Finish Referee			Finish		
Chief of Timing			Vertical Drop		
Race Secretary			Homologation No.		
			Length	Factor	
			m	F:	
Forerunners					
A.			E.		
B.			F.		
C.			G.		
D.			H.		
Miscellaneous					
Signature of Race Secretary					



CONCUSSION MEDICAL EVALUATION FORM

To be completed by a licensed health care provider who is trained in the evaluation and management of a concussion and who has, within three years before the day on which the written statement is made, successfully completed a continuing education course in the evaluation and management of a concussion.

This athlete is being referred for evaluation after sustaining a suspected concussion. This athlete is prohibited from participating in skiing and/or snowboarding training, competition, camps and practice until evaluated by a qualified health care provider who is trained in the evaluation and management of a concussion. Please evaluate the athlete's readiness to return to sport based on the description of their particular sport listed below. The athlete is required to return this completed form to Competition Services before being allowed to resume participation in training, competitions, camps and practice. Submit the completed form to Jeff Weinman email jeff.weinman@usskiandsnowboard.org or fax 435.940.2770.

Athlete's name: _____ National ID _____

Date of suspected concussion _____ Date of evaluation _____

As a qualified health care provider trained in the evaluation and management of a concussion, I certify that _____ (athlete) is cleared to resume participation in U.S. Ski & Snowboard training, competition, camps and practice. I have, within three years before the day on which this statement is made, successfully completed a continuing education course in the evaluation and management of a concussion.

Signature of Provider _____ Phone _____ Date _____

Name Printed _____ Email _____

Clinic or Practice name and address _____

Signature of Parent/Guardian _____ Name Printed _____ Date _____

I understand that the athlete I am clearing may be involved in the following activities:

- o Alpine Speed Skiing (DH/SG): Athlete skiing at speeds of over 60 mph for up to 2-3 minutes.
- o Alpine Technical Skiing (SL/GS): Athlete skiing up to 45-55 turns on course in 40-75 seconds.
- o Freestyle Aerial: Jumping 40-50 feet in the air with multiple flips and twists.
- o Freestyle Moguls: Skiing through mogul field with two turns per second and inverted and/or upright multiple jumps 12-15 feet in air.
- o Snowboard and Skiing Halfpipe: Riding in a U-shaped ditch with walls 18-22 feet high performing a series of 4-8 tricks 12-15 feet above the lip of the pipe, landing on a steep incline.
- o Snowboard Alpine: Multiple turns in a 40-80 second course at speeds of 20-40 mph
- o Snowboardcross and Skicross: Multiple jumps, turns and terrain changes with multiple competitors on course at same time traveling at speeds upwards of 25 mph
- o Snowboard and Skiing Slopestyle: A series of jumps that are anywhere from 40-120 feet, a series of rails and other terrain park features.
- o Nordic Ski Jumping: Jumping for 90-130 meters off Nordic ski jumps.
- o Nordic Cross Country: Skiing with multiple competitors on course with possibility of collision between athletes or with other objects.

Updated August 2017



Dear Parent or Guardian,

Your athlete is suspected of having suffered a concussion either in training or in competition.

Because of that suspicion, your athlete has been removed from training and competition and will be placed on medical hold with U.S. Ski & Snowboard. This hold will prevent your athlete from training or competing in U.S. Ski & Snowboard sports.

What now?

On the reverse of this letter is a form that must be completed by a licensed health care provider who is trained in the evaluation and management of a concussion and who has, within three years before the day on which the written statement is made, successfully completed a continuing education course in the evaluation and management of a concussion. The form needs to be returned to me before your athlete can be removed from medical hold.

Once the form is submitted, your athlete will be removed from medical hold as soon as possible, however please know that depending upon timing this may take up to 48 hours.

A listing of some trained medical professionals can be found here impacttest.com. While this list is not exhaustive, it is a starting point. You can also check with your primary care physician for a referral.

We understand that you are anxious to get your athlete back to training and competition and we will work to facilitate that return as soon as possible. However, we cannot allow that return to training and competition until the athlete is cleared.

For more information on concussions, please see the resources at the U.S. government's Centers for Disease Control and Prevention cdc.gov/headsup.

If you have any questions, please let me know.

Jeff Weinman
Director, Competition Services
U.S. Ski & Snowboard

Tel: 435.647.2030
Fax: 435.940.2770
Email: jeff.weinman@usskiandsnowboard.org

Updated August 2017

U.S. Ski & Snowboard

TIMING CHECKLIST

- | | |
|------------------------|--|
| <u>Interconnects</u> | 1. Is there wire? Does it work? Are you sure? |
| <u>Equipment</u> | 2. Is the equipment on the current list of timing equipment homologated by the FIS Timing Working Group?
(http://data.fis-ski.com/services/timing-and-data/homologated-timing-equipment.html) |
| <u>Setup</u> | 3. Do the timer tapes each report times to the maximum precision of the timing device according to the requirements for homologation? |
| <u>Software</u> | 4. If timing software is used to calculate times, is it calculating net times using the precision of ToD as used in the timing device? |
| <u>Hand Timing</u> | 5. Is hand timing that records to 1/100th (.01) precision available? |
| <u>Quality</u> | 6. Is the timing crew aware that hand times, even if not used, should be within acceptable limits? |
| <u>Start Gate</u> | 7. Does the Start Gate meet the following requirements? <ul style="list-style-type: none">a. Separate contacts?b. One wand?c. Installed at proper height?d. Are identical Start Gate mechanism & Wand available for replacement?e. Is the placement marked on the Start Posts?f. Are the Start Posts solidly installed? |
| <u>Finish Eyes</u> | 8. Do the Finish Photocells meet the following requirements? <ul style="list-style-type: none">a. Are 2 sets available?b. Are 4 posts available for mounting photocells?
(2 are acceptable; replacements must be available)c. Is the vertical separation between the beams no greater than 20cm? |
| <u>Power On</u> | 9. Is the Power-On Time (this is the “warm-up” time, which is not the same as the Synchronization Time) done at least 30 minutes prior to synchronization in order to allow the quartz time bases to stabilize? |
| <u>Synchronization</u> | 10. Have system A and System B been synchronized no more than one hour (60 minutes) prior to first racer start time for each run?

11. Has the synchronization been performed from one single contact switch for all timing devices? |
| <u>Systems</u> | 12. If System A fails, is the timing crew aware of the requirement to use System B times to calculate a replacement time (EET)? Are they aware that manual timekeeping is not used to calculate a replacement time (EET) unless both System A and System B fail? |

Timing & Data Technical Report - Alpine

TDTR SOFTWARE CAN BE FOUND AT <http://data.fis-ski.com/services/timing-and-data/timing-and-data.html>

Location	Category	Season
Event Name	Competition Type	Race Code
Race Date	Gender	

	Brand	Model	Serial No	Homologation No.
System A Timer (at finish)				
System B Timer (at finish)				
Timer A Start (if used)				
Timer B Start (if used)				
Start Gate				
Finish Cell A				
Finish Cell B				

Result software	Software company	Software version

Connection to start	System A	System B	Voice connection

Power On Time	At least 30 minutes before Synchronization.					
Time of day expressed in precision used for net time calculations, minimum 1 / 1,000's	1st Run			2nd Run		
	System A (TOD)	System B (TOD)	Hand	System A (TOD)	System B (TOD)	Hand
Synchronization time						
Sync confirm at +1 minute						
Start TOD First Competitor			Net Time			Net Time
Finish TOD First						
Hand Time First Competitor	BIB First			BIB First		
Start TOD Last Competitor			Net Time			Net Time
Finish TOD Last						
Hand Time Last Competitor	BIB Last			BIB Last		
Best Run System A		BIB			BIB	

Were all results from system A?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
---------------------------------	------------------------------	-----------------------------

Comments run 1	Comments run 2

We certify that the timing and calculations of this event adhered to current ACR rules.		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Technical Delegate	Chief of Timing	Timekeeper / Timing Company	
Name	Name	Name	
Member No.	Telephone	Telephone	
Telephone	Email	Email	
Signature	Signature		

TDTR SOFTWARE CAN BE FOUND AT <http://data.fis-ski.com/services/timing-and-data/timing-and-data.html>

1) PLEASE SEND ALL TDTR'S TO YOUR DIVISIONAL REVIEWER.

2) IF "ALL TIMES FROM SYSTEM A" IS ANSWERED "NO", PLEASE INCLUDE REPLACEMENT TIME (EET) CALCULATION SHEETS.

REPORT BY THE REFEREE

PROCES VERBAL DU JUGE ARBITRE

PROTOKOLL DES SCHIEDSRICHTERS

Place / Lieu / Ort		Country / Pays / Land		Codex	
Name of event <i>Nom de l'événement</i> Name der Veranstaltung				ate <i>Date</i> Datum	
Category		Gender		Event	
The following competitors have been disqualified according to ICR / Les coureurs suivants ont été disqualifiés selon le RIS / Die folgenden Wettkämpfer wurden im Sinne der IWO disqualifiziert:					
No. <i>No.</i> Nr.	Surname, First Name <i>Nom de famille, Prénom</i> Familienname, Vorname	Nat	Gate No. <i>No. porte</i> Tor Nr.	Gate judge <i>Juge de porte</i> Torrichter	Notes <i>Notes</i> Bemerkung
Not Permitted to Start (No.) / Pas autorisé à démarrer (No.) Nicht zum Starten zugelassen (Nr.)					
No. <i>No.</i> Nr.	Surname, First Name <i>Nom de famille, Prénom</i> Familienname, Vorname	Nat	Notes / Notes / Bemerkung		
Did not start (No.) / Pas au départ (No.) / Nicht am Start (Nr.)					
Did not finish (No.) / Pas à l'arrivée (No.) / Nicht im Ziel (Nr.)					
Time published / Heure d'affichage / Anschlagzeit	Deadline / Délai / Ablauf	Date / Date / Datum		Signature Referee <i>Signature du juge arbitre</i> Unterschrift des Schiedsrichter	

2nd RUN START LISTS

621.11.2

In competitions with two runs, the starting order for the second run is determined by the result list of the first run. A standard second-run start list reverses the fastest 30 competitors from the first run; this is the “bibbo”. **The Jury may choose to reverse 15 but they must announce this 1 hour prior to the start of the first run.**

The following steps should be followed in order to create a correct Second Run Start List:

1. Rank all first run competitors in time order.
2. Remove DSQ competitors from the field unless they are being given a provisional second run.
3. Break all ties, regardless of where they occur, by ranking the tied competitor(s) with the higher bib number(s) before the tied competitor(s) with the lower bib number(s).
4. Verify the number of competitors that are to be reversed (bibbo).
5. Check for a tie at the reversal position.
6. If a tie has occurred at the reversal position – 30 or 15, include those ties in the reversal number. This will result in the lower bib number starting first and the racer with the fastest first run time starting 31/16 (with a 3-way tie at the reversal position, the racer with the fastest first run time would start 32/17, etc.)
7. Reverse correct number of competitors including ties, if applicable.
8. When ties occur elsewhere in the field other than in the reversed group, the tied racer(s) with the higher bib number(s) will start prior to the tied racer(s) with the lower bib number(s).

NOTE: Due to space constraints, reverse 15 is illustrated.

<u>1st RUN TIMES</u>		<u>1st RUN RESULTS</u>		<u>2ND RUN START LIST</u>		
BIB	TIME	PL	BIB	TIME	ST	BIB 1st RUN TIME
1	52.11	*** 1	7	49.63	1	12 52.56 \
2	51.56	2	4	49.71	2	17 52.56 / TIE AT 15TH POSITION
3	52.52	3	8	50.30	3	3 52.52
4	49.71	4	9	50.51	4	10 52.20
5	51.48	5	11	51.15	5	1 52.11
6	51.46	6	15	51.20	6	2 51.56
7	49.63	7	16	51.45	7	13 51.51
8	50.30	8	6	51.46	8	5 51.48
9	50.51	9	5	51.48	9	6 51.46
10	52.20	10	13	51.51	10	16 51.45
11	51.15	11	2	51.56	11	15 51.20
12	52.56	12	1	52.11	12	11 51.15
13	51.51	13	10	52.20	13	9 50.51
14	51.31 DSQ	14	3	52.52	14	8 50.30
15	51.20	15T 17	52.56	15	4	49.71
16	51.45	15T 12	52.56	16	7	49.63 - FASTEST 1ST RUN TIME
17	52.56	17	19	52.57	17	19 52.57
18	53.47	18T 20	53.47	18	20	53.47 \
19	52.57	18T 18	53.47	19	18	53.47 / TIE OUTSIDE OF BIBBO
20	53.47					

*** NOTE that this is the racer's place not his bib number!

PROTESTS **RECLAMATIONS** **PROTESTE**

Place / Lieu / Ort		Country / Pays / land		Codex	
Name of event <i>Nom de l'événement</i> Name der Veranstaltung				Date <i>Date</i> Datum	
Category		Gender		Event	
Reasons for protest / Motifs de la réclamation / Gründe des Protestes				ICR References / Références RIS Bezugsquellen IWO	
				Name of protester / Auteur de la réclamation / Verfasser des Protestes	
Function <i>Fonction</i> Funktion	Surname, First Name <i>Nom de famille, Prénom</i> Familiennamen, Vorname	Team <i>Equipe</i> Mannschaft	Date and time of submission <i>Date et heure du dépôt</i> Datum und Zeit der Zustellung	Payment of deposit <i>Versement de la caution</i> Einzahlung des Betrages	
Protest and deposit received by / Réclamation et caution reçues par / Protest und Betrag hinterlegt bei					
Function <i>Fonction</i> Funktion	Surname, First Name <i>Nom de famille, Prénom</i> Familiennamen, Vorname	Signature <i>Signature</i> Unterschrift (please print and sign)			
Date / Date / Datum	Signature of protester <i>Signature de l'auteur de la réclamation</i> Unterschrift des Protestverfassers (please print and sign)				

MINUTES OF JURY DECISIONS (WITH PROTESTS)
PROCES-VERBAL DES DECISIONS DU JURY (AVEC RECLAMATIONS)
PROTOKOLL DER JURYENTSCHEIDE (MIT PROTESTE)

Place / Lieu / Ort		Country / Pays / Land		Codex
Name of event <i>Nom de l'événement</i> Name der Veranstaltung			Date <i>Date</i> Datum	
Category	Gender	Event		
Jury members present / Membres du jury presents / Anwesende Mitglieder der Jury				
Function <i>Fonction</i> Funktion	Surname, First Name <i>Nom de famille, Prénom</i> Familiennamen, Vorname	NAT	With voting right <i>Avec droit de vote</i> Mit Stimmrecht	Signatures <i>Signatures</i> Unterschriften
Technical Delegate <i>Délégué Technique</i> Technischer Delegierter			yes <input type="checkbox"/> no <input type="checkbox"/>	
Referee <i>Arbitre</i> Schiedsrichter			yes <input type="checkbox"/> no <input type="checkbox"/>	
Assistant Referee <i>Arbitre-assistant</i> SR-Assistent*			yes <input type="checkbox"/> no <input type="checkbox"/>	
Chief of Race <i>Directeur d'épreuve</i> Rennleiter			yes <input type="checkbox"/> no <input type="checkbox"/>	
Start Referee <i>Juge au départ</i> Startrichter**			yes <input type="checkbox"/> no <input type="checkbox"/>	
Finish Referee <i>Juge à l'arrivée</i> Zielrichter**			yes <input type="checkbox"/> no <input type="checkbox"/>	
Others present at the meeting / Autres personnes convoquées / Andere eingeladene Personen				
Summary of reasons for protest / <i>Rappel succinct du motif de la réclamation / Kurze Beschreibung des Protestgrundes</i>				ICR References / <i>Références RIS /</i> Bezugsquellen IWO
Decision / Décision / Entscheid				
Time published / Heure d'affichage / Anschlagzeit	Date / Date / Datum	Signature of TD <i>Signature de DT</i> Unterschrift des TD (please print and sign)		

* DH/SG/WC GS & SL

**OWG/WSC

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

Place / Lieu / Ort		Country / Pays / Land		Codex	
Name of event <i>Nom de l'événement</i> Name der Veranstaltung				Date <i>Date</i> Datum	
Category		Gender		Event	
Jury members present / Membres du jury presents / Anwesende Mitglieder der Jury					
Function <i>Fonction</i> Funktion	Surname, First Name <i>Nom de famille, Prénom</i> Familienname, Vorname	NAT	With voting right <i>Avec droit de vote</i> Mit Stimmrecht	Signatures <i>Signatures</i> Unterschriften	
Technical Delegate <i>Délégué Technique</i> Technischer Delegierter			yes <input type="checkbox"/> no <input type="checkbox"/>		
Referee <i>Arbitre</i> Schiedsrichter			yes <input type="checkbox"/> no <input type="checkbox"/>		
Assistant Referee <i>Arbitre-assistant</i> SR-Assistant*			yes <input type="checkbox"/> no <input type="checkbox"/>		
Chief of Race <i>Directeur d'épreuve</i> Rennleiter			yes <input type="checkbox"/> no <input type="checkbox"/>		
Start Referee <i>Juge au départ</i> Startrichter**			yes <input type="checkbox"/> no <input type="checkbox"/>		
Finish Referee <i>Juge à l'arrivée</i> Zielrichter**			yes <input type="checkbox"/> no <input type="checkbox"/>		
Others present at the meeting / Autres personnes convoquées / Andere eingeladene Personen					
Summary of decisions taken / Rappel succinct du motif / Kurze Beschreibung der getroffenen Entscheidungen					
Time published / Heure d'affichage / Anschlagzeit	Date / Date / Datum	Signature of TD <i>Signature de DT</i> Unterschrift des TD (please print and sign)			

* DH/SG/WC GS & SL

**OWG/WSC/WC

Guidelines Regarding Equipment Control and Equipment Protests at non-FIS Events

U.S. Ski and Snowboard has equipment standards that are imposed at all alpine events. Competition Equipment Rules can be found in the current Alpine Competition Guide and on the U.S. Ski & Snowboard website.

Equipment violations are subject to disqualification and other sanctions as determined by the Jury. The sanction may be against the individual competitor, or the competitor's coach if it is determined that he/she is complicit in the use of equipment known to be in violation of the rules.

1. Skis must be marked by the manufacturer with both the length and the radius. Unmarked skis will be grounds for disqualification.
2. At U.S. Ski & Snowboard scored alpine events, competition equipment will be subject to unannounced control.
3. At U.S. Ski & Snowboard non-scored technical events (GS and SL), equipment control will be dealt with only on a protest basis. However, the Jury cannot ignore obvious infractions.
4. In the case of all speed events (SG and DH, scored and non-scored) where the Jury has allowed control of equipment at the start for compliance, the athlete will not be allowed to start if their equipment does not meet the current marked specifications.
5. Unless a clear violation of equipment rules exists, e.g. no helmet, attached helmet camera, missing or broken ski brakes, missing or broken basket on a ski pole, etc., the Start Referee must not refuse an athlete's right to start. An athlete in a non-FIS event is also allowed to personalize their helmet with the application of bling, stickers, helmet camera mount, etc.
6. The Start and Finish Referees' responsibility to monitor equipment and communicate to the Jury is critical in this process and should be reviewed by the TD at each event. TD instructions to these individuals must be clear. It is essential that the Start and Finish Referee communicate with and report their findings to the competition Jury.

Guidelines for Equipment Protests at any non-FIS event: The specifics for handling an equipment protest will be subject to TD and Jury protocol. Instructions must be clearly conveyed to the Team Captains.

1. The athlete must compete or intend to compete on the suspect equipment.
2. The Coach or Team Captain who observes the equipment that is suspect must alert the Start Referee of his imminent intention to protest the equipment being used by that competitor.
3. The Coach or Team Captain must formalize the protest, at the end of the run, with the written protest and the \$100 (one hundred USD) protest fee.
4. If the athlete has started, the Start Referee alerts the Finish Referee and the Jury, that there is a pending protest against equipment. The equipment must be evaluated or confiscated for evaluation when the competitor arrives in the finish.
5. Finish Referee should stop the competitor with suspect equipment and confiscate the suspect equipment pending the filing of the formal protest and Jury review. Confiscation should be witnessed, and third-party access to the confiscated equipment must be avoided.
6. Equipment protests cannot be considered or accepted if the suspect equipment has left the finish area.
7. If approved testing devices are available, or compliance can be confirmed by checking the manufacturer's marks, the Jury will then evaluate the equipment and render a decision regarding the equipment. The decision of the Jury shall be final.
8. If approved testing devices are not available, or the Jury is unable to reach a consensus, the Jury must seal and ship the equipment to the U.S. Ski & Snowboard National Office for evaluation. U.S. Ski & Snowboard's decision shall be final.
9. The Jury will use the \$100 (one hundred USD) protest fee to cover the initial shipping costs. The losing party will be charged by U.S. Ski & Snowboard for all expenses related to shipping and testing. Reimbursement must be submitted within 10 (ten) working days of notice of U.S. Ski & Snowboard's decision.

Acceptable equipment control devices for non-FIS event alpine equipment evaluation include:

- Reliable Racing stand height calipers
- FIS-approved equipment-testing devices

JURY STUDY PROBLEMS – ALPINE
DECISIONS MUST BE SUPPORTED BY RULE REFERENCES

1. A member of the Jury is advised several athletes are allegedly engaging in illegal activities in the ski area parking lot. What options are available to the Jury? What if the activities are taking place in the OC-assigned training/warm-up area? What if the activities are taking place in the official headquarters? Does due process need to be considered?
2. A competitor misses a Slalom gate just before crossing the finish line but quickly stops, hikes back up, completes passage and crosses the finish line a second time. What is the competitor's status? What if the competitor makes an attempt to stop *prior* to crossing the finish line but is unsuccessful? What should the Finish Referee do? What should the manual timekeepers do? What is the decision of the Jury? If the event was a Giant Slalom, would this affect the Jury's decision?
3. Several low-point competitors are entered and represented for both the first and second day of Downhill Training. Due to force majeure, they are not available to start until the third day, but due to weather conditions, the third day of training is canceled. What options are available to the Jury?
4. At a U.S. Ski & Snowboard non-FIS event, a Team Captain advises the Start Referee he will be filing a protest against a competitor's equipment. As a Jury, discuss how this type of situation should be addressed: 1) Prior to the start of the event; 2) Upon notification of pending protest. Discuss procedures: 1) Control and inspection of equipment; 2) Requirements that must be met in order to make an on-site decision. If an on-site decision cannot be made: 1) What action must the Jury take? 2) Who bears the costs? Is there a difference in procedures for: 1) U.S. Ski & Snowboard scored events; 2) U.S. Ski & Snowboard non-scored events? When should a Start Referee not allow a competitor to start? Is there a difference in procedures for a FIS event?
5. At a scored non-FIS event, Team Captains have been advised that competitors who did not finish or who were disqualified in the first run will be allowed to take a second run at the end of the field; there are a total of 15 competitors who fall into these categories. During the second run, numerous delays occur and adequate daylight is now an issue. What can the Jury do?
6. At a last-chance qualifier, the Team Captains and athletes stay on the hill to roll fencing and B-net; the Official Notice Board is also dismantled. The Referee finalizes the Report by the Referee, writes down names of disqualified competitors but apparently documents Start #'s instead of Bib #'s. The names of the disqualified athletes are announced; information is relayed to the Team Captains as best as possible. No protests are filed.
Race Administrator receives the original Report of the Referee and immediately notices the inconsistency and contacts the Technical Delegate for guidance: What do I use - Start # or Bib #? The Technical Delegate tells her to use the Start #'s which changes the names of the disqualified athletes. The following day, the results are posted online and the Team Captains immediately notice the discrepancy between what was announced and what has been documented. What option is available to the Jury? What options are available to the Team Captains for the affected competitors? What option is available to the Technical Delegate?
7. A non-scored, one-run GS is completed before noon and is followed by a non-scored one-run SL. Late in the 1st run of the GS, an athlete falls at the last gate and takes out the timing eyes; 5 more athletes start and finish before the eyes are re-aligned and rather than verify that hand times are available for them, all athletes are sent to the start for provisional reruns. Upon inspection of the timing documents, the TD notices the following: Valid hand times are available for 2 of the athletes, 1 hand time is showing an extremely long running time (possible recording error), and because Finish personnel were trying to realign the eyes, there are no hand times for the first 2. Replacement times are calculated for 2 of the athletes and rerun times are assigned to the remaining 3. A protest is subsequently filed because one of the athletes, due to the course set and acting on the advice of his coach, took his rerun on race-ready SL skis instead of his previously used GS skis. Is the protest valid? What does your Jury decide?
8. A U.S. Ski & Snowboard-scored Championship SL is complete, official results have been signed and the TD has completed and submitted his report. The morning after the event, U.S. Ski & Snowboard is contacted because one of the podium finishers had reviewed his race video the previous evening and noticed he'd straddled. What options are available to the Jury? What options are available to the Technical Delegate?
9. Following expiration of the 1st Run protest period, an athlete and his coach approach the Jury. They report that the athlete did commit a gate fault and should have been disqualified. What options are available to the Jury?
10. During the competition, the wind increases and the panels are blowing up the hill. What are the appropriate

methods for dealing with this problem?

11. In a slalom race, “Athlete A” falls and starts hiking. “Athlete B” approaches so “Athlete A” yields. Just prior to passing “Athlete A”, “Athlete B” falls and he is now hiking; “Athlete B” never passes “Athlete A”. Can “Athlete A” re-enter the course and continue his run? If “Athlete B” abandons the course after passing “Athlete A”, can “Athlete A” then re-enter the course?
12. Both Ladies’ and Men’s SL courses are set, but due to the width of the finish, the last gate is common to both courses. The OC has 5 forerunners available; 3 of them miss the last gate and continue out of the arena without stopping. The Technical Delegate (at the finish) and the Chief of Race (mid-point) discuss the issue over an open Jury channel; all conversations are audible in the start area. The decision is made to smooth the incorrect track and start the event. Several first-seed racers are noticed hesitating upon approach and subsequently taking the wrong gate line and are marked for disqualification. What steps may have been missed? What could the Technical Delegate have done? What could the Jury have done? Are any options available to the Jury?
13. An athlete leaves the start more than 5 seconds before “GO”. What is the athlete’s status? Does the fact that the athlete has gained no advantage by starting early have any effect on this decision? Defend your answer.
14. In a U.S. Ski & Snowboard-sanctioned GS, an athlete loses a ski after completing the third gate before the finish and while initiating the turn into the second gate. What is the athlete’s status? Is there a difference between U.S. Ski & Snowboard ACR and FIS ICR?
15. It is determined that several competitors were not wearing assigned bibs as listed on the official Start List. How could the Assistant Starter have helped to address this prior to it becoming a problem? What is the first question that the Jury must ask? Is DSQ mandatory?
16. The gate judge card reveals an athlete straddled the last gate. Two reliable witnesses say they saw the straddle. The athlete and her coach are sure she had clear passage; the video is not clear. They protest the DSQ. The Chief of Race is the girl’s father. What is the proper way to handle this? What if the girl’s father is the TD?
17. The men’s second run slalom is set and inspected. The ladies’ course is being set as the men’s race begins. The last gate of the ladies’ course is set in close proximity to the men’s final gate. Male athlete number 6 makes it down and skis the last gate between the outside pole of his course and the pole of the girl’s gate, mistaking it for the final gate. There was nothing wrong with the men’s course (i.e. the final gate was properly directing them to the finish and had both poles set). There was no time to stop before the finish, so the competitor went across the finish line. Subsequently, the girl’s gate was removed completely. There were no other DSQ’s at that spot. The competitor protests that he had an unfair disadvantage due to the fact that the gate was in place for his run but removed for others. What should the Jury decide? What rule numbers apply?
18. For a multi-day event, the OC has only scheduled one Team Captains’ meeting for the evening prior to the first competition. The plan is that the RA will conduct computer-generated draws for the first seed and for those competitors without points. The daily Program, as well as the Start List will then be available online. What rules address this issue? What problems could be encountered if this procedure is allowed?
19. A first-year U16 timidly approaches the start. The starter tells her to relax and just “go to the right side of the gate”. Instructions, if any, should have been “go to the correct (or left) side of the gate”. Athlete is disqualified and a protest is filed. What is your Jury’s decision?
20. You arrive at a venue and find the Race Organizers have 3 types of B-Net available: Barry, Alpina Sheer Pole and Reliable. Describe the best way to install each type of net. Which of these types of net would best be placed on the inside (closest to the race line)? Why? How much overlap should there be on each type? Can the rows of B-Net be closer than the standard 2 meters?
21. After the first day of Downhill Training, a request is made to allow additional entries because the estimated Penalty is not going to benefit the majority of the field. How should the Jury address this issue? If it is discovered that an individual who has been forerunning has very low points, should he be allowed to become a competitor in this event?

PLEASE DISCUSS SPECIFIC PROBLEMS THAT HAVE OCCURRED IN YOUR AREA.

MANUAL TIME / TIME-of-DAY (ToD) REPLACEMENT TIME (E.E.T.) WORKSHEET

DATE:_____ **EVENT:**_____ **MEN**_____ **WOMEN**_____ **RUN**_____ **CHIEF CALCULATIONS:**_____

TIME of DAY (ToD) MISSING: _____ **START** _____ **FINISH**

RACER BIB #	START/FINISH	START/FINISH	COLUMN A	COLUMN B
	ToD MANUAL TIME	ELECTRONIC TIME	MANUAL TIME SHORTER (+)	MANUAL TIME LONGER (-)
_____	____:____.____	____:____.____	____.____	____.____
_____	____:____.____	____:____.____	____.____	____.____
_____	____:____.____	____:____.____	____.____	____.____
_____	____:____.____	____:____.____	____.____	____.____
_____	____:____.____	____:____.____	____.____	____.____
_____	____:____.____	____:____.____	____.____	____.____
_____	____:____.____	____:____.____	____.____	____.____
_____	____:____.____	____:____.____	____.____	____.____
_____	____:____.____	____:____.____	____.____	____.____
_____	____:____.____	____:____.____	____.____	____.____

COLUMN A TOTAL + _____.

COLUMN B TOTAL - _____.

DIFFERENCE = (+) or (-) _____.

DIVIDED BY 10 = (+) or (-) _____ = CORRECTION _____

BIB #	TIME OF DAY	(+) or (-)	REPLACEMENT TIME OF DAY
_____	____:____.____	____.____	____:____.____
_____	____:____.____	____.____	____:____.____

PENALTY CALCULATION

Name of Competition		
Date	Event	Name of the TD

The best 10 at finish

Result	Number	Name	Nat	U.S. Ski & Snowboard-Points	Best 5	Race points
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

The best 5 at start

TOTALS

(B) U.S. Ski & Snowboard Points of best 5 at start

(A) U.S. Ski & Snowboard Points of best 5 to finish in top 10

(C) Race Points of corresponding competitors

Calculated penalty

A + B - C = : 10 =

Penalty applied

Signature TD

Nr



TECHNICAL DELEGATE REPORT - ALPINE (One form per race code, per gender)

Name of Competition _____ U.S. Race Code _____
Place _____ Date _____

Level(s) of race: ☐ SR ☐ U21 ☐ U19 ☐ U18 ☐ U14 ☐ U12 ☐ U10 ☐ U8 ☐ Masters Gender: ☐ M ☐ F
Event: ☐ DH ☐ SL ☐ GS ☐ SG ☐ AC ☐ Kombi ☐ Dual ☐ Parallel ☐ Scored ☐ Non-Scored

Event dates as calendared: ☐ Yes ☐ No If no, replacement for: _____

Course Name: _____ Homologation #: _____

Start/finish elevations are within homologation ☐ Yes ☐ No If "NO", explain: _____

Measured Vertical Drop: _____ meters Vertical Drop measured/verified by Altimeter ☐ GPS ☐ Topo Map ☐
(Recognize all devices have inherent variability.)

Event meets vertical drop requirements for level of competition: ☐ Yes ☐ No

Jury Minutes completed and signed: ☐ Yes ☐ No If "NO", why not: _____
All U.S. Ski & Snowboard-sanctioned events require documentation of Jury decisions; Jury Minutes must show votes and be signed by voting Jury members.

Shall this race be counted for points? ☐ Yes ☐ No Calculated Penalty: _____ Applied Penalty: _____

If "NO", why not? _____

Start List: _____ NPS 1st _____ DNS 1st _____ NPS 2nd _____ DNS 2nd _____ Total DNF _____ Total DSQ _____ Ranked _____
Head Tax #: _____ (This space for specific two-run combined-time events where 1st Run DNS are allowed 2nd Run start and must figure in Head Tax.)

Name of the TD: _____ U.S. #: _____ Tel #: _____

email: _____

Name of the TD Candidate: _____ U.S. #: _____ Tel #: _____

email: _____
(A separate report on the TD Candidate must be filed with the Divisional AO Chairperson.)

First Aid Service Adequate: ☐ Yes ☐ No

Accidents During Training:			Accidents During Event:		
U.S. #	Name	Injury	U.S. #	Name	Injury

American Specialty 1st Report of Accident(s) completed online or attached: ☐ Yes
(In case of serious accidents, immediately contact U.S. Ski and Snowboard for instructions; an additional TD Accident Report must be filed.)

Miscellaneous: Protests: _____ ACR Rule(s): _____
Sanctions: _____ ACR Rule(s): _____

Timing equipment meets current U.S. specification for level of competition: ☐ Yes ☐ No
(If "NO" include recommendations for improvement.)

Timing & Data Technical Report [TDTR] has been prepared/submitted as required. ☐ Yes ☐ No
(Completed/signed Timing & Data Technical Report for each race code is required for all events – scored and non-scored.)

Calculation of Replacement Time(s) (EET(s) required: ☐ Yes ☐ No
(Copies of calculations must accompany TDTR)

Supplementary Report: _____

Place and Date: _____ TD's Signature: _____

Please forward a copy of this form to: U.S. Ski & Snowboard TDWG Chair (USTDReports@gmail.com)

FIRST REPORT OF ACCIDENT INSTRUCTIONS

Whenever significant injury occurs that you believe may lead to an insurance claim, an incident report must be completed and sent to American Specialty. The form can be filled out online at www.amerspec.com/ussa_cov/ - click on "Online Incident Reporting". If you use the online form you do not need to mail a physical copy, but you may want to print and keep one for your records. Alternately, a physical copy of the form can be filled out and sent to Alex Natt (alex.natt@usskiandsnowboard.org). The completed form can also be mailed either with a result packet or in a separate envelope.

Mailed reports that are separate from a result packet and which have not been completed online, emailed or faxed should be sent to

Alex Natt
U.S. Ski & Snowboard
PO Box 100
Park City UT 84060

In the case of a suspected concussion, the form **MUST** be immediately submitted by email or by fax with a copy to Jeff Weinman (jeff.weinman@usskiaandsnowboard.org or fax 435.940.2770) so that the athlete can be placed on medical hold pending an evaluation by a certified medical professional.

Incident reports should be completed whether the person involved is a participant or a spectator.

Although you may not have sufficient information to answer all the questions, it is important that the form be completed as fully as possible including athlete name, national ID, injury date and injury information and competition information if applicable. Please list facts only; speculations should be avoided. Do not delay sending in the report form; an incomplete form is better than none at all.

If you have any question regarding completion of the form, please call American Specialty Insurance Services at 800.245.2744.

In case of serious injury, immediately notify Alex Natt (tel: 435.647.2004 or alex.natt@usskiandsnowboard.org) and American Specialty at 800.566.7941 (if after hours, follow the instructions for emergency claims reporting). The American Specialty number is answered 24 hours a day, 365 days a year. It is important that you contact this claim line as soon as possible after a serious injury involving a participant or spectator.



U.S. SKI & SNOWBOARD FIRST REPORT OF ACCIDENT 2017 - 2018

AMERICAN SPECIALTY INSURANCE & RISK SERVICES, INC.



7609 W. Jefferson Blvd., Suite 150
Fort Wayne, Indiana 46804
Phone: 800.566.7941 Fax: 260.969.4729

COVERAGE UNDERWRITTEN BY:
Mutual of Omaha Insurance Company
Mutual of Omaha Plaza, Omaha, NE 68175

Club Name: _____

Injured Person Information ☐ A, B, C Team National Member ☐ D Team National Member Member # _____
☐ Volunteer Physician ☐ General U.S. Ski & Snowboard Member
☐ National Team Invitees ☐ National Training Group

Last Name		First	Middle	Telephone Number ()		
Address				Social Security Number		
City	State	Zip	<input type="checkbox"/> Male <input type="checkbox"/> Female	Age	Date of Birth	
Email:						
Date of Injury:		Time:	<input type="checkbox"/> am <input type="checkbox"/> pm	Does the injured person have other medical insurance?		
Ski Area/Location:				<input type="checkbox"/> Yes <input type="checkbox"/> No Company:		
Event Name:		Race Code:		Policy #:		
Incident Location <input type="checkbox"/> Slope/Trail <input type="checkbox"/> Jump <input type="checkbox"/> Pool <input type="checkbox"/> Weight Room <input type="checkbox"/> Ice Rink <input type="checkbox"/> Camp <input type="checkbox"/> Dryland Training Activity Weather Conditions <input type="checkbox"/> Sunny <input type="checkbox"/> Rainy <input type="checkbox"/> Foggy <input type="checkbox"/> Cloudy <input type="checkbox"/> Windy <input type="checkbox"/> Snowing		Mechanism of Injury <input type="checkbox"/> Contact with object <input type="checkbox"/> Contact with surface <input type="checkbox"/> Illness <input type="checkbox"/> No contact <input type="checkbox"/> Overexertion <input type="checkbox"/> Overuse / Chronic <input type="checkbox"/> Pivot shift		Sanctioned <input type="checkbox"/> Competition / Event <input type="checkbox"/> Conditioning <input type="checkbox"/> On snow training <input type="checkbox"/> Other Surface <input type="checkbox"/> Artificial <input type="checkbox"/> Injected <input type="checkbox"/> Natural		Discipline Ski <input type="checkbox"/> Adaptive Alpine <input type="checkbox"/> Adaptive XC <input type="checkbox"/> Aerials <input type="checkbox"/> Cross Country <input type="checkbox"/> Downhill <input type="checkbox"/> Dual Moguls <input type="checkbox"/> Giant Slalom <input type="checkbox"/> Halfpipe <input type="checkbox"/> Moguls <input type="checkbox"/> Nordic Jumping <input type="checkbox"/> Skicross <input type="checkbox"/> Slalom <input type="checkbox"/> Slopestyle <input type="checkbox"/> Super-G Discipline Snowboard <input type="checkbox"/> Big Air <input type="checkbox"/> Giant Slalom <input type="checkbox"/> Halfpipe <input type="checkbox"/> Slalom <input type="checkbox"/> Slopestyle <input type="checkbox"/> Snowboardcross
Classification of Injury		<input type="checkbox"/> Minor Injury or Illness		<input type="checkbox"/> Non-Injury		
<input type="checkbox"/> Serious Injury or Illness						
Body Part Injured <input type="checkbox"/> Ankle <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Arm <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Abdomen <input type="checkbox"/> Back <input type="checkbox"/> Upper <input type="checkbox"/> Lower <input type="checkbox"/> Chest <input type="checkbox"/> Ear <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Elbow <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Eye <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Face <input type="checkbox"/> Finger <input type="checkbox"/> Foot <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Groin <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Hand <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Head <input type="checkbox"/> Hip <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Internal <input type="checkbox"/> Jaw <input type="checkbox"/> Knee <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Leg <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Mouth <input type="checkbox"/> Neck <input type="checkbox"/> Nose <input type="checkbox"/> Shoulder <input type="checkbox"/> L <input type="checkbox"/> R <input type="checkbox"/> Toe <input type="checkbox"/> Tooth <input type="checkbox"/> Thigh <input type="checkbox"/> Torso <input type="checkbox"/> Wrist <input type="checkbox"/> L <input type="checkbox"/> R						
Primary Injury <input type="checkbox"/> Abrasion <input type="checkbox"/> Cold Injury <input type="checkbox"/> Dislocation <input type="checkbox"/> Fracture <input type="checkbox"/> Head Injury <input type="checkbox"/> Heat Illness <input type="checkbox"/> Hypertension <input type="checkbox"/> Laceration <input type="checkbox"/> Strain <input type="checkbox"/> Sprain <input type="checkbox"/> Suspected Concussion						
Disposition <input type="checkbox"/> Air Flight <input type="checkbox"/> Continued Sport <input type="checkbox"/> EMS Transport <input type="checkbox"/> Refer to Physician <input type="checkbox"/> Refer to Hospital <input type="checkbox"/> Released to Parent <input type="checkbox"/> Released to Personal Vehicle <input type="checkbox"/> Refused Care						
Description of Accident						

Signature and printed name of Trainer or Official (with no relationship to claimant) _____

Email _____ Phone # _____ Date _____



GUIDELINES FOR ACTIONS IN CASE OF SERIOUS ACCIDENTS

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

- Accident is the result of racer exiting the trail and sustaining injury in conjunction with the competition.
- Coach, official or spectator is involved in the accident in conjunction with the competition.
- Accident has any strange or extenuating circumstances.
- Accident results in serious injury or death.

Actions to be taken are the following:

1. Compile lists of key personnel involved as follows:
 - A. List of all race organization personnel,
 - B. List of all accident eye witnesses,
 - C. List of all on-hill photographers, especially video.
2. Secure written report of eyewitnesses.
 - A. Detailed,
 - B. Objective,
 - C. Legible,
 - D. Spontaneous,
 - E. Signed and dated.
3. Secure pictures of the following:
 - A. Video tapes, if possible, of course and trail, including accident area.
 - B. Still photographs of:
 - i. Site of accident:
 - a. 100 feet from site,
 - b. Show skier's perspective,
 - c. Take close to time of accident,
 - d. Depict site in representative condition (DO NOT ALTER).

- ii. Trail around accident site showing: slope, terrain, snow conditions, etc.
 - ii. Existing protection around accident site.
 - iv. View of the trail above and below accident.
- 4. Prepare detailed chronological sequence of events, including accident follow-up actions.
- 5. Prepare detailed notes of extent to which ski patrol and ski area management were involved, including contact made, information released, etc.
- 6. Include the following in or with the Technical Delegate Report:
 - A. Detailed report of the accident, including the following:
 - i. Accident Report form,
 - ii. Photocopy of completed ski patrol report,
 - iii. Technical Delegate Report should be spontaneous, complete and objective with no reference to causation.
 - B. Detailed description of weather and course safety protection, including references to homologation report, safety expert report, previous TD Reports, competitor inspection, etc.
 - C. Jury and Team Captains' Meeting Minutes and attendance records.
 - D. List of eyewitnesses including names, addresses, telephone numbers, etc.
 - E. Location of the above-mentioned photos, video tapes, lists, etc., and names of those who have access to them.
- 7. Include diagrams and measurements, when appropriate.
- 8. Immediately send completed U.S. Ski & Snowboard First Report of Accident and all above documentation to:

U.S. Ski & Snowboard
Attn: Jeff Weinman
PO Box 100
Park City, UT 84060

GOOD DOCUMENTATION PREVENTS AND/OR WINS LAWSUITS!

TD ACCIDENT REPORT /DT RAPPORT D'ACCIDENT / TD UNFALLBERICHT

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 No	
Competition		Codex	
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) / email		Age	
Reported or suspected injuries			

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TD ACCIDENT REPORT / DT RAPPORT D'ACCIDENT / TD UNFALLBERICHT

Describe First Aid & Evacuation

Evident Cause(s) of Accident/Injury

(Note all that may apply or may have contributed [X])

Attempted Recovery	<input type="checkbox"/>
Avoiding Obstacle in Course	<input type="checkbox"/>
Snow Conditions off Course	<input type="checkbox"/>
Avoiding Official in Course	<input type="checkbox"/>
Visibility	<input type="checkbox"/>
Collision with Official in Course	<input type="checkbox"/>
Binding Release/Equipment Failure	<input type="checkbox"/>
Collision with Spectator	<input type="checkbox"/>
Inability to handle Technical Difficulty in Course	<input type="checkbox"/>

Other Causes or Contributing Factors in your opinion

Narrative description of incident

First Witness

Name		Age	
Address		Tel (home)	
		Tel (office)	
		Email	

Witness's Account of Incident - who, where, when, what happened
(Attach additional sheets, if necessary)

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Additional Witness			
Name		Age	
Address		Tel (home)	
		Tel (office)	
		Email	
Witness's Account of Incident - who, where, when, what happened (Attach additional sheets, if necessary)			
Additional Witness			
Name		Age	
Address		Tel (home)	
		Tel (office)	
		Email	
Additional Witness			
Name		Age	
Address		Tel (home)	
		Tel (office)	
		Email	
Additional Witness:			
Name:		Age	
Address:		Tel (home)	
		Tel (office)	
		Email	
Is there a video, film or photo record of the incident? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, where can the record(s) be found, who is the contact person(s), and who has access?			

TD ACCIDENT REPORT / DT RAPPORT D'ACCIDENT / TD UNFALLBERICHT

List the key race personnel involved:

Chief of Race Name/Address	Tel (home)	
	Tel (office)	
	Email	

Referee Name/Address	Tel (home)	
	Tel (office)	
	Email	

Assistant Referee Name/Address	Tel (home)	
	Tel (office)	
	Email	

Others (Please note their positions)		
	Tel.	
	Tel.	
	Tel.	

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.

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.

Date	Signature (please print and sign)
------	-----------------------------------

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OFFICIAL'S EXPENSE REPORT

U.S. Technical Delegates are entitled to expense reimbursement per Divisional/Regional standards for meals, lifts, lodging, mileage/transportation/car rental, etc. Please observe the expense limits established by the respective Divisions/Regions for these items. **In addition to this expense reimbursement**, a daily allowance of \$75 per travel/inspection/training/competition day has been approved for U.S. Technical Delegates at all U.S.-sanctioned non-FIS events – both scored and non-scored. This \$75/day daily allowance also applies to U.S. Course Inspectors. Other officials may also be eligible for expense reimbursement per prior arrangements with the race sponsor. (Note: FIS Course Inspectors, FIS Technical Delegates and other FIS Officials are only eligible for a higher daily allowance rate for USA FIS events.) Please complete this form and submit it to the Race Organizer to request reimbursement. Receipts for rooms, meals, airfare, and auto rental must be attached.

EVENT NAME: _____ LOCATION: _____

DATE(S): _____ EVENT CHAIRPERSON: _____

OFFICIAL CAPACITY: _____

TRAVEL: Own Auto _____ miles at _____*per mile: \$ _____
(*May not exceed IRS Guidelines)

Rental Car: \$ _____

Airfare (Economy Class): \$ _____

LODGING (Please indicate if private home) \$ _____

MEALS (Other than those furnished by organizer) \$ _____

TD DAILY ALLOWANCE _____ days @ \$75.00/day \$ _____

OTHER EXPENSES (Itemize and attach receipts) \$ _____

TOTAL REIMBURSEMENT REQUESTED \$ _____

OFFICIAL'S NAME _____

ADDRESS _____

PHONE _____

FAX _____

EMAIL _____

SIGNATURE _____ Date: _____

Please forward a copy of **Technical Delegate's** expense to: U.S. TDWG Chair (USTDReports@gmail.com)

AOEX.17-18



SEASON 2017-2018 EVENT DOCUMENT PACKETS – ALPINE

PREPARATION & SUBMITTAL OF RACE RESULT XML FILE & EVENT DOCUMENT PACKETS FOR ALL NON-FIS EVENTS: SCORED AND NON-SCORED

A. ELECTRONIC SUBMITTAL OF RACE RESULT XML FILE:

1. Official Results/Penalty in **XML format** must be **individually** submitted to the following address: alpineresults@usskiandsnowboard.org (Note this address is for the XML file not the PDF file.)
2. XML file **must** be submitted within 24 hours of event completion; *critical when a points list is closing.*
3. Receipt will be acknowledged within minutes and will include problems, if any.
4. U.S. Ski & Snowboard WILL NOT MANUALLY INPUT RACE RESULTS. Failure to electronically transmit Official Results and Penalty in XML format will result in event not being scored/displayed on U.S. Ski & Snowboard result website.

B. EVENT DOCUMENT PACKET - BASIC REQUIREMENTS:

1. **Report of the Technical Delegate - signed by Technical Delegate.** (*1 per race code/per gender.*)
2. **Timing & Data Technical Report** (*1 per race code/per gender for ALL events*) – signed by Technical Delegate and Chief of Timing & Calculations. *If a replacement time (EET) is calculated, the calculation must be included in the submitted packet.*
3. **Program/Team Captains' Meeting Minutes** - *TCM Minutes signed by Race Administrator.*
4. **Minutes of Jury Decisions (Without Protest)** - *record of Jury-member votes and signed by Jury members*

Additional forms to be included, if applicable, are:

1. **Protests and Minutes of Jury Decisions (Protests)** - *record of Jury-member votes and signed by Jury members*
2. **Copies of Exceptional Athlete Ski Up Agreements**, *if accepted for entry into event*
3. **American Specialty Insurance Report(s) (ASI)** is used to record information for all accidents involving athletes, coaches or officials and must be submitted as soon as possible. This is an insurance carrier requirement. Report(s) can be filed online (preferred method) at americanspecialty.com/usskiandsnowboard_cov/ under “**Online Incident Reporting**” or the form provided in the Master Packet of forms can be completed and sent to Alex Natt alex.natt@usskiandsnowboard.org; **follow procedures for suspected/reported concussions.** *Copies of the report – online or printed – must be made available for required, limited distribution.*
4. **TD Accident Form(s)** as directed by U.S. Ski & Snowboard in accordance with “**Guidelines for Serious Accidents**”. *If required, this form is submitted in addition to American Specialty Report.*
5. **Volunteer Competition Worker Registration forms***

NOTE: All originals must be placed in a secure location. If a serious accident occurs as outlined in “Guidelines for Serious Accidents”, immediately contact U.S. Ski & Snowboard Competition Services and follow their instructions.

***Competition Worker Registration** forms may either be scanned/saved in PDF format and included in electronic U.S. Ski & Snowboard Event Document Packets or mailed to U.S. Ski & Snowboard Competition Services.

C. SPEED TRAINING REQUIREMENTS: (Super G and Downhill Training)

1. Training Result XML file must be submitted to alpineresults@usskiandsnowboard.org
2. Training Document Packet containing the following must be filed daily
 - a. Programs/Team Captains' Meeting Minutes (signed by Race Administrator)
 - b. All Jury Minutes - *record of Jury-member votes and signed by Jury members*
 - c. American Specialty Insurance Reports should be filed online or sent to Alex Natt alex.natt@usskiandsnowboard.org daily with copies included in the document packet; *follow procedures for suspected/reported concussions.*

D. PREPARATION AND ELECTRONIC SUBMITTAL OF EVENT PACKETS FOR U.S. Ski & Snowboard SCORED AND NON-SCORED EVENTS: *Prepare documents as follows and submit electronically.*

1. Scan documents
2. Save as PDF
3. Compile PDF documents (in listed order) as a PDF booklet; U.S. Ski & Snowboard race code **must** be used as booklet name. (alpha + 4 numbers)
4. Attach individual race file booklets and email to: resultpackets@usskiandsnowboard.org; U.S. Ski & Snowboard race code **must** be used as email subject.

NOTE: Region/Division offices may require that the above U.S. Ski & Snowboard documents also be sent to them or that you send the initial event document packet to them for their review prior to forwarding to U.S. Ski & Snowboard. *Contact your Region/Division offices for specific or additional event document packet processing instructions.*

E. PAPER COPY SUBMITTAL: Depending on requirements for your Region/Division or if scan/PDF/electronic submittal is not an option, submit the above paper copy documents together with Head Tax documents/fees to applicable Region/Division Office or U.S. Ski & Snowboard Competition Services. (All documents must be printed single sided on white paper with no staples.)

F. HEAD TAX DOCUMENTS & FEES: U.S. Ski & Snowboard - after automatically deducting athletes for whom Head Tax is not required (U.S. Ski Team members, etc.) from the total number of starts - will calculate the amount of Head Tax due and provide a detailed account of expected amounts. This can be found under the Schedule Agreement area of the **club login**. A form showing the expected Head Tax for National, Regional and Divisional (not all Divisions have supplied Head Tax information for inclusion in the calculations) can be printed, verified against your calculation and returned with required Head Tax payments. If U.S. Ski & Snowboard's calculation shows a different amount due, the "Head Tax Exemption Sheet" must be included with payment. *(Copies of Head Tax documents must be saved in OC's file.) Refer to MPF #49 Head Tax Procedures for information regarding calculation of Head Tax.*

If an OC chooses to use U.S. Ski & Snowboard's online race registration system, the OC needs to login to the Event Administration System using the **club login** to see their Head Tax owed and registration amount collected. Once amount due **has been verified** and agreement is reached, U.S. Ski & Snowboard will forward the entry fees to the OC.

If a Region or Division that requires additional Head Tax has not supplied Head Tax information for inclusion in the calculations, payment of these amounts will be the responsibility of the OC and should be submitted as directed by your appropriate Region/Division. *Verify procedure for your Region/Division.*

G. ELECTRONIC OR PAPER COPY: Depending on event requirements, electronic or paper copy Event Document Packets containing copies of all race-related documents must be provided for:

1. U.S. Ski & Snowboard Region and/or Division offices; verify requirements for your Region/Division.
2. Organizing Committee
3. Technical Delegate

H. MISCELLANEOUS DOCUMENT SUBMITTAL REQUIREMENTS:

1. **Technical Delegate Report – Alpine and Technical Delegate's Expense Report** for all U.S. Ski & Snowboard non-FIS events – scored and non-scored – must be submitted to U.S. Ski & Snowboard Technical Delegates' Working Group Chair, USTDReports@gmail.com.
2. **Timing & Data Technical Reports (TDTR)*** for all U.S. Ski & Snowboard events must be submitted to the following, applicable Timing Working Group representative:

Alaska:	Lex Patten	lexpatten@gmail.com
Central:	Gretchen Ransom	gretch1099@msn.com
East:	Matt Howard	easttdtr@gmail.com
Far West:	Lucy Schram	lucy@fwskiing.org
IMD:	Tami Strong	tami@sbsef.com
Northern:	Bob Pettit	NorthernTDTR@gmail.com
PNSA:	PNSA Office	tdtr@pnsa.org
Rocky Mtn.:	John Jett	jjett@cjtiming.com

**Copies of Replacement Time calculations (EET's) must be attached.*

3. **U.S. Additional Report of Technical Delegate**, if required, must be submitted to U.S. Ski & Snowboard Competition Services (compservices@usskiandsnowboard.org). *(This document is used only to request re-homologation.)*

POST-EVENT CHECKLIST: Non-Scored and Non-FIS Scored Events

- ☐ All required injury reports filed (either online or emailed to ASI, as required), and copies available for review
- ☐ All Jury Minutes available for review and required signatures
- ☐ All data verified; file of all event-related documents in sequential order prepared for Technical Delegate's review.

Following Technical Delegate's approval:

- ☐ Race result XML file transmitted to alpineresults@usskiandsnowboard.org
- ☐ Results as posted on U.S. Ski & Snowboard website, verified for accuracy. *If posted results are not accurate, corrections must be made and corrected XML file must be resubmitted to compservices@usskiandsnowboard.org*

In accordance with instructions on previous pages:

- ☐ Scan/PDF/compile required documents into one booklet; use assigned event transmittal # as booklet title
- ☐ Attach one booklet and email to resultpackets@usskiandsnowboard.org; use booklet title as email subject and copy Technical Delegate with transmission (copy others, e.g. OC, as required)
- ☐ Provide Technical Delegate with electronic or paper copy of all event-related documents in sequential order
- ☐ Head Tax data/amounts due verified and accepted or request for Head Tax check filed with OC

☐ **Basic Event Document Requirements:**

Report of the Technical Delegate

Timing & Data Technical Report with copies of all required EET's

Program/Team Captains' Meeting Minutes

Minutes of Jury Decisions (Without Protest)

☐ **Additional forms required, if applicable:**

Protests and Minutes of Jury Decisions (Protests)

Copies of Exceptional Athlete Ski Up Agreement

American Specialty Insurance Report (ASI)

TD Accident Form (as directed by Competition Services in accordance with "Guidelines for Serious Accidents"

Volunteer Competition Worker Registrations

☐ **Requirements for Speed Training (SG & DH):** Following documents submitted for Speed Training

1. Training Result XML file sent to alpineresults@usskiandsnowboard.org
2. Daily Event Document packet containing:
 - a. Program/Team Captains' Meeting Minutes
 - b. All Jury Minutes
 - c. American Specialty Insurance Reports, if required

Additional Submittal Requirements:

- ☐ Technical Delegate's Expense Report and Report of the Technical Delegate sent to: USTDReports@gmail.com
- ☐ Timing & Data Technical Report (TDTR) sent to applicable representative of Timing Working Group as noted on Page 2 (H. 2.) of this document (required for all U.S. Ski & Snowboard events). *Copies of all required EET's must accompany the TDTR.*
- ☐ U.S. Additional Report of Technical Delegate, if required, sent to compservices@usskiandsnowboard.org. *(This document is used only to request rehomologation.)*



U.S. Ski & Snowboard
PO Box 100, 1 Victory Lane
Park City, UT 84060

ADDITIONAL REPORT OF THE TD

Place/Venue _____ U.S. Race Code _____

Name of event _____ Date(s) _____

Category _____ Gender _____ Event _____

Name and address of the organizer _____

Telephone _____ Email _____

Name of the Course _____

Homologation number _____

Condition of course (as per homologation - or otherwise: for example, if significant changes have occurred):

Does the TD believe - and for what reason(s) - that a rehomologation is necessary ?

Suggestions for improvements ? (not requiring rehomologation)

Other matters

Name and address of the TD _____

Telephone _____ Email _____

Place and Date _____ Signature _____

U.S. # _____

Please forward to: U.S. Ski & Snowboard Alpine Courses Chairman
c/o Competition Services, PO Box 100, Park City, UT 84060
Email: compservices@usskiandsnowboard.org

2018