

Ontario Cup Technical Package 2011/2012



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OVERVIEW

The Cross Country Ontario technical package was created to ensure a standard of quality for hosting races throughout Ontario. This document will address the desire for a variety of race formats and how to manage these races. The result of having a standard is to give our athletes a quality experience.

This technical document will help potential hosts of Ontario Cup events understand the expectations required to make a successful event. The document has a thorough checklist that will assist the Chief of Competition and Event Organizing Committee Chair in preparing and managing the event.

DEFINITIONS

1. CCC – Cross Country Canada is the National governing sport body for the sport of cross country skiing.
2. CCO – Cross Country Ontario is the Provincial governing sport body for cross country skiing.
3. SOD – Southern Ontario District is the regional sport governing body for the geographical area of Parry Sound District, Haliburton, Peterborough across to Windsor.
4. NOD – Northern Ontario District is the regional sport governing body for the geographical area including Nipissing District to James Bay across to Sault Ste. Marie.
5. LSSD – Lake Superior Ski District is the regional sport governing body for the geographical area including Marathon west to the Ontario Manitoba border.
6. NCD – National Capital District is the regional sport governing body for the geographical area including Kingston east to Ottawa Valley and north to Deep River.
7. TD – Technical Delegate is the delegate of the sanctioning body (Cross Country Canada or Cross Country Ontario) to the organizing body, and is a guarantor for CCC (and CCO) that the competition is conducted in accordance with the ICR.
8. OC – Organizing Committee of the host club for the Ontario Cup race.
9. Alternate Course – Located at the original host race site but on a different course because of poor snow conditions, or a force majeure.
10. Backup Location – Located at a different venue in the same District in the event of poor snow conditions, or a force majeure.
11. Backup Course – competition course(s) at a Backup Location.
12. ICR – International Competition Regulations governing Cross Country Skiing. Cross Country Canada's Competition Regulations are a sub-set of the ICR.

1. BID PROCESS

- 1.1 Bid for Events – A club in a district who wishes to host Ontario Cup races must submit a request (APPENDIX B – Request to Host) to Cross Country Ontario no later than the CCO AGM (late April) prior to the race season. The club and district are both responsible for knowing the Ontario Cup requirements; and rules and regulations as outlined by Cross Country Canada. The host will need to find and identify a backup location in their district. The CCO Board will finalize the host clubs/venues at the Annual General Meeting in mid-May.
- 1.2 Process - The Request to Host form and the checklist (APPENDIX B – Checklist of Criteria) of requirements for hosting will need to be attached with each request.
- 1.3 APPENDIX D must be completed and forwarded to the Technical Delegate within one week of their assignment.
- 1.4 Assignments - One Ontario Cup event per district per race season. CCO reserves the right to award Ontario Cups based on trail and facility suitability.
- 1.5 There should be no conflicting events with different distances or techniques run on the same day at the same site as an Ontario Cup Event; i.e., No loppets or club championships, or other events. However Ontario Cups may be run in conjunction with such events as Eastern Canadians, Continental Cups etc. where distances and techniques are the same.

2. SANCTION

- 2.1 CCC Sanction – All Ontario Cup races require Cross Country Canada sanctioning. It is the responsibility of Cross Country Ontario to attain Cross Country Canada sanctioning so that Cross Country Canada license holders may obtain Canada Points. Cross Country Ontario will pay the fee and bill it back to the hosting club. Cross Country Ontario should correspond with Cross Country Canada before September to be granted sanctioned events.

3. ONTARIO CUP RACE FORMAT

- 3.1 The races will normally be run over a weekend; however consideration will be given for events that occur over holiday periods.
- 3.2 Pre-Race Day – The course must be marked for pre-skiing one day prior to the race day.
- 3.3 Technique – One day should be classic technique and the other day free technique. Sprints can be either free technique or classic.
- 3.4 Race Types
 - 3.4.1 Interval Starts – long distance race Saturday, short distance race Sunday.
 - 3.4.2 Mass Starts – Long distance race Saturday, medium distance race Sunday.
 - 3.4.3 Sprint Events
 - 3.4.4 Relays
 - 3.4.5 Pursuit Events

Note: Long distance event should be scheduled on the first day, with the short distance race on the second day. This will allow for more flexibility, if weather conditions require a short distance event on the first day. As well, if event goes as scheduled, the teams will have more time to travel home on day two.

3.5 Start Types

- 3.5.1 Interval starts– 30 second starts are recommended for Midget through Masters. Race officials may alter this separation, if conditions and capabilities warrant.
- 3.5.2 Mass starts– For use in medium and long distance races and should not be used for short races. Stadium start area and the width of the first few kilometres must be adequate to provide fair and safe exit from the start grid.
- 3.5.3 Relays – same considerations as mass starts i.e. if stadium size permits.
- 3.5.4 Sprints - Individual sprints consist of a qualification with individual starts. After qualifying, athletes compete in heats with mass start. Start interval can be 15, 20 or 30 seconds. In the finals, the starting position will be determined by qualification time in the first round and then, ranking by the previous round and qualifying time. (See ICR 360.3.3)
- 3.5.6 Pursuit styles: Two day Pursuit, Same day pursuit and Continuous Pursuit. Same day or continuous pursuits are preferred over two-day pursuit races, for maximization of racing skill and excitement. However Stadium size, equipment, and officials must be capable of handling these types of races.
- 3.5.7 Sprint Relays - mass start with teams of 2 club members each. Lap distance to be per sprint distances in article 3.6 below, with hand off each lap and with multiple laps per member.

3.6 Distances by Category

- 3.6.1 In preparation of Nationals and other races, racers need to experience a variety of race distances and starts. Shorter distance races should be run for Ontario Cup races 1 and 2 and the longer distance races towards the end of the series.

Category	Gender	Sprint 1.4 max distance	Pursuit Combined total with or w/o break	Relay Max	Reg Classic Min/Max	Reg Skate Min/Max
Midget	Female	250-800	7	2.5	2.5/3.5	2.5/3.5
Midget	Male	250-800	7	2.5	2.5/5.0	2.5/5.0
Juvenile	Female	500-1.0	10	5	3.5/7.5	3.5/7.5
Juvenile	Male	500-1.0	10	5	5.0/10	5.0/10
Junior Girl	Female	500-1.0	10	5	5.0/10	5.0/10
Junior Boy	Male	800/1.4	15	10	7.5/15	7.5/15
Junior Woman	Female	800/1.2	10	5	5.0/15	5.0/15
Junior Man	Male	800/1.4	15	10	10/30	10/30
Senior	Female	800/1.2	10	5	5.0/15	5.0/15
Senior	Male	800/1.4	15	10	10/30	10/30
Masters	Female	800/1.2	10	5	5.0/15	5.0/15
Masters	Male	800/1.4	15	10	10/30	10/30
Masters (60+)	Female	800/1.2	10	5	5.0/10	5.0/10
Masters (60+)	Male	800/1.4	15	10	10/15	10/15
ParaNordic Standing	Male				10/15	10/15
ParaNordic Standing	Female				5/7.5	5/7.5
ParaNordic Sitting	Male				5/7.5	
ParaNordic Sitting	Female				2.5/5	

Table 3.6

- 3.6.2 Relays – for female categories, maximum of 3 x 5 kilometers - for male categories, maximum 3 x 10 kilometers.
- 3.6.3 Sprints – Competition distance is 0.25 kilometer to 1.4 kilometer. The course length will be 0.25 to 1.4 kilometer. If two laps are to be used, separate corridors must be used for finishing chute and second laps.
- 3.6.4 ParaNordic Distances – consideration should be given for shorter race distance to allow developing skiers to have a good experience. It is recommended the Ontario ParaNordic Coordinator be contacted to review distances.

Note1 Categories younger than Midgets should be encouraged to participate, provided their course is closed prior to the start of the other competitive categories.

Note 2. It is CCO's policy that a University category be included as a subcategory of the Open Category (Men/Women) in all Ontario Cups. It should be added this will only apply when the Junior and Open men and Women categories Ski the same distance.

4. ELIGIBILITY

- 4.1 Open to all Cross Country Canada License holders or holders of FIS or other national licenses.
- 4.2 Non CCC license holder must purchase a Cross Country Canada day license (currently priced at \$5.00 per day). The total fee (\$5.00) collected and a list of names goes directly to CCC. Skiers younger than Juvenile age are excluded from this provision.
- 4.3 Skiers wishing to be included in University results must enter their University when registering on-line.

5. RACE NOTICE

- 5.1 A draft must be available for review by the Technical Delegate and High Performance Committee at least 90 days prior to the event along with course profiles or descriptions. (APPENDIX A: REQUIRED INFORMATION ON A RACE NOTICE)
- 5.2 If any topic in this package is not covered in the race notice (e.g. Medical and emergency, or level of Officials), the Technical Delegate will need to know the organizers plans.
- 5.3 The Race Notice should be distributed to all Ontario clubs at least 30 days before the event.
- 5.4 Backup location should be contacted 2 weeks prior to the event when snow conditions are a problem. In the event of a cancellation, the announcement of a changed venue will be made the Tuesday before the event.
- 5.5 Backup location will offer pre-skiing the day prior to the competition.

6. TECHNICAL DELEGATE (TD)

- 6.1 A Technical Delegate will be selected from a pool of Cross Country Ontario Technical Delegates and appointed to the Ontario Cup. Every effort will be made to assign a Technical Delegates from a different District than the host District. Cross Country Ontario will assign the Technical Delegate by the middle of October for all Ontario Cup events.
- 6.2 Technical Delegate is the guarantor that the competition is held in accordance with the Cross Country Canada rules.
- 6.3 Duties of technical delegate are to advise and assist the organizing committee and ensure a safe event for all. (CCC 304 & 303.1)

- 6.4 Reimbursement – The organizers (club and District) must reimburse the TD for reasonable expenses, accommodation and travel rate per kilometre or, if travelling a long distance, the airfare as set by the CCO Board for both meetings prior to the event and attendance at the event.
- 6.5 Technical Delegate needs to be at the race site in due time to inspect the competition venue prior to official training on the course.
- 6.6 Prior to the competition the TD may decide whether a meeting or conference call is warranted to ensure compliance with this Technical Package.
- 6.7 Prior to the competition the TD will need to be in contact with the Chief of Competition and the Event Organizing Committee Chair (OC) and approve the race notice well in advance: 60 days prior to the event.
- 6.8 The TD will decide if an alternate course, backup course, (or changes in a proposed course) should be used due to poor snow conditions or conditions caused by force majeure. The decision will be made on or before the Tuesday prior to the event.
- 6.9 Within ten days after the competition, the TD will write a detailed report and distribute this to the Event Organizing Committee Chair, Chief of Competition, CCO Technical Director, Chair and CCO Administrator. The report should use the CCC TD Report form available on the CCC web site. Any sanctions applied should also be documented and sent in at this time.

7. OFFICIALS

- 7.1 The Chief of Competition, Stadium, Course and Timekeeping & Results must be currently certified at Level 2 or above.
- 7.2 The Chief of Competition will assign the positions from a pool of officials in their own club or District to minimize organizational costs.
- 7.3 Reimbursement – The organizers (club and District) may reimburse the Officials for reasonable expenses. CCO will not reimburse officials.
- 7.4 The Chief of Competition will run the team leaders meeting (with the help of the Competition Secretary) prior to the race events.

8. MEDICAL

- 8.1 A medical practitioner and qualified first aid service providers must be on the site with the necessary first aid equipment.
- 8.2 A snowmobile with a sled must be designated for medical purposes.
- 8.3 A private examination room with its own entrance should be on site.
- 8.4 A full medical facility must be within short driving distance of race sites or alternative arrangements shown.

9. FACILITIES

- 9.1 Wax area should be provided either in the chalet or in a warm and dry designated area with walls and a roof. The wax area must have hydro or engine generated electricity to allow for a minimum of twelve teams to wax their skis simultaneously. As well, the area must be vented to allow fumes to escape.
- 9.2 A chalet with heat, concession, change rooms, and potable water to accommodate 300 + volunteers/competitors/competitor's support staff.
- 9.3 Enough portable toilets or flush toilets on the site to handle 300+ people.
- 9.4 An isolated computer results room with a door.

- 9.5 A volunteer and officials area to store gear during the event, not in the computer or emergency examination room.
- 9.6 Parking for 100+ vehicles of various sizes.
- 9.7 Start and Finish areas must have hydro or engine generated electricity to run computers, electric beams and large display clocks. Timing huts are essential for volunteers with electronic scoring equipment.
- 9.8 Results Board – All results will be posted on a board that is not near the computer room.

10. COURSES

- 10.1 Courses must be safe, fair, and technical as stated in ICR 312.
- 10.2 The maximum loop will be 7.5 kilometer. (i.e. 15 kilometer can be 2x7.5km or 3x5 km). Laps should be of equal length on the same course.
- 10.3 Once approved by the TD it is recommended course maps and profiles be posted on the event website. In addition course maps must be available for teams on their arrival on site. It is acceptable that a team be give one set of maps laminated to preserve them for posting in the team area (trailer or tent).
- 10.3 Alternate Course - A reserve course should be determined prior to the race date and confirmed with the TD in case of poor snow conditions or conditions created by a force majeure.
- 10.4 Back Up - The back up course should be in the same District and will be noted on the race notice in case of poor snow conditions or conditions created by force majeure.
- 10.5 Grooming - Power tilling with mechanical snow moving must be available.
- 10.6 Pre-Race preparation - Course and stadium must be prepared the day prior to the race to accommodate pre-race training.
- 10.7 Pre-Season – Course should be groomed and maintained to deal with minimal snow cover.
- 10.8 Winter Preparation – Course should be packed and groomed throughout the winter to ensure a solid base.
- 10.9 Technique – Trails must be in accordance with CCC regulations for specific techniques as stated in ICR 315.
- 10.10 Paranordic Courses – Courses should take into account the needs of both standing and sitting ParaNordic skiers particularly with respect to technical downhills. It is imperative that sit ski course be well packed and trackset because poling is the only means of locomotion the skiers have. Scheduling of the race categories should consider preservation of tracks for ParaNordic Sit Skiers.

11. COMMUNICATION

- 11.1 Type of Radio- A VHF or UHF frequency with a minimum of two channels will need to be used.
- 11.2 The Technical Delegate, Chief of Competition, Chief of Course, Chief of Stadium, qualified first aid service provider will each need radios.

12. RACE MANAGEMENT

- 12.1 Software –CCC approved race management system (i.e. Zone4)
- 12.2 Organizers must set up on-line race entry at least 60 days prior to the event.
- 12.2 Lists – All entry lists, start lists and results must note CCC license number or day licenses and club affiliation.
- 12.2 Start Lists must be available in quantity 3 per team formatted according to the following standard: Start lists must clearly state the time of day that the competition starts and the time intervals after this start time at which individuals will have their starts.(M). The Start List should show the members of the Jury, Category, Skier start position, Bib number, Name, CCC License number, Club and Start time (M)

- 12.3 Official Results – Official results should be forwarded to CCC and CCO within one day of the competition of the races, preferably by electronic means.
- 12.4 Official Results must show the members of the Jury and the following:
Distance, Technique and Category, Rank, Bib, Name, Club, CCC License Number(or Day License), Total Time.(calculated time for ParaNordic).
- 12.5 Organizers need to produce consolidated University results when Open and Junior Men and Women race common distances.
- 12.6 The identity of a link to the host web site is acceptable provided the results contain all the requisite data to constitute Official Results. (eg. Jury members, weather, time, and date).

13. TIME KEEPING

- 13.1 Interval – Electronic start gate for starts, with plunger for splits, and photo beam with plunger back-up for finish.
- 13.2 Pursuit Start - Manual start, with plunger for splits, and plunger for finish. Video camera(s) or photo finish equipment are required at the finish line.
- 13.3 Sprint Start – same as the interval start.
- 13.4 Mass Start – manual start, with plunger for finish. Video camera(s) or photo finish equipment are required at the finish line.

14. ONTARIO CUP MEDALS

- 14.1 Provider – The host club will handle the costs through their registration fees. Medals can be ordered through CCO.
- 14.2 Recipients – The top three finishers in each category will receive medals.

15. JURY COMPOSITION FOR ONTARIO CUP

- 15.1 The jury will be formed according to CCC Rule 303.1.3. The Jury will consist of the TD and Chief of Competition plus the CCO Coach when present. In the absence of the CCO Coach a visiting team coach will be nominated for each competition day.
- 15.2 TD, Chief of Competition, and CCO High Performance Committee Chair should agree on the major logistical issues of the race one month prior to the event.

16. START ORDER IN CATEGORIES

- 16.1 The latest seeding points list (SPL) prepared from the Canada Points List (CPL) will be used for seeding purposes as described below and it will be provided by Cross Country Canada. Ontario Cup races run before the release of the first Canada Points List will use the final CPL from the previous season. When common distances are raced by Open and Junior Men and Women the categories will be combined for starting with separate results published for each category.
- 16.2 Special seeding cases will only be considered based upon written submission to the High Performance Committee Chair at least one week prior to the event. HPC will notify OC and TD of their decisions.
- 16.3 INTERVAL START – The number of groups in each category will be determined from the number of entrants as per ICR 333.3.1. Note the provision of an extra group for non-licensed skiers. The starting order for groups will be as per rule 333.3.1, unless the Jury decides to change it. Licensed skiers with no (0) points will be drawn as a separate group. Those with points will be divided into the remaining groups according to field size.
- 16.3 MASS START – The start order of skiers is determined by Canada Points from the SPL, i.e. the holder of the most points gets start position 1. Skiers with Licenses but no (0) points

- will be drawn as a group to start behind the last group of skiers with points. Skiers without Licenses will be drawn as separate group behind the License holders with no points.
- 16.4 SPRINTS – Seeding for the qualification race will be completed by Canada Points (Sprint category) from the SPL. Skiers with Licenses but no (0) points will be drawn as a group to start behind the last group of skiers with points. Skiers without Licenses will be drawn as a separate group behind the License holders with no points.
 - 16.5 CLUB RELAYS – There will be two groups in each category. The first group comprise the “A” teams from each club and their lane assignment is based on a random draw. The second group is comprised of other teams. “B” and “C” teams will start behind their “A” teams. Unofficial (mixed) teams will be drawn randomly for lane assignments and placed in rows behind official club teams

17. FEES

- 17.1 Additional licence fees of \$5.00 per skier per race, and \$2.50 per midget skier per race will be charged, and payable by the race organizers to CCO.
- 17.2 Entries and fees must be in the hands of the Organizing Committee by the deadline stated in the Race Notice and prior to the first race. There will be no refunds for athletes who do not start. The sanction fee will then be forwarded to CCC.
- 17.3 Late entries will not be accepted.

18. AWARDS PRESENTATION

- 18.1 Awards should be presented 20 minutes after the last racer crosses the finish line based on unofficial results.
- 18.2 Award presentations later in the day should be completed at the official race hotel.
- 18.3 Order of awards presentation is 1st, 2nd and 3rd.



APPENDIX A: REQUIRED INFORMATION ON A RACE NOTICE

This is a guide to help your organizing committee create the necessary race notice for an Ontario Cup race.

- Ontario Cup Race Number or Championship
- Race Dates and times
- pre-ski date and times
- Host Club and District
- Location and directions to the race site
- Technical Delegate's name, Chief of Competition name
- Competition Secretary Contact name, email, telephone, fax number
- Entry fee per race
- Additional Costs
- Medical facilities – location, on site providers
- Race types – sprints, pursuit, relays
- Race Starts – interval, pursuit, mass
- Race Techniques – classic or free
- Race distances – one large loop or laps
- Facilities on site (e.g. waxing, concession, hydro)
- Host Hotel/Motel – group rates or individual rates, contact name and number, directions from race site
- Medals
- Awards Presentation – time and location
- Sponsors Recognition



APPENDIX B: REQUEST TO HOST

Name of Club(s):

Proposed dates:

- 1.
- 2.

Location/Venue:

Back up Location:

Contact Information: Please provide major officials contact information below

Position	Name	Email	Phone	Official Level
Organizing Committee Chair				
Chief of Competition				

APPENDIX C: CHECKLIST OF CRITERIA HOSTING ONTARIO CUP RACES

Please read over the check list to help your organization to determine if your facility is capable of hosting an Ontario Cup race. Items not checked must have a solution described on a separate sheet. The event organizing committee should also be totally familiar with the back up site facility named on their event “Request to Host” application.

Physical Facilities

Host	Backup	
<input type="checkbox"/>	<input type="checkbox"/>	Building to handle 300 + volunteers/athletes/coaches/support staff.
<input type="checkbox"/>	<input type="checkbox"/>	Building must be adequately heated.
<input type="checkbox"/>	<input type="checkbox"/>	Building must be accessible for ParaNordic athletes
<input type="checkbox"/>	<input type="checkbox"/>	Building to have available change rooms – male and female.
<input type="checkbox"/>	<input type="checkbox"/>	Potable drinking water on site (bottled or tap).
<input type="checkbox"/>	<input type="checkbox"/>	Separate room for computer scoring with a door in the building (or a completely separate building).
<input type="checkbox"/>	<input type="checkbox"/>	Nutritious concession stand or cafeteria <u>on site</u> .
<input type="checkbox"/>	<input type="checkbox"/>	Separate first aid room or examination room for privacy in the building or separate building.
<input type="checkbox"/>	<input type="checkbox"/>	Separate wax areas in the chalet or separate building/ <u>tents</u> to handle wax table for 12 teams to wax simultaneously.
<input type="checkbox"/>	<input type="checkbox"/>	Wax areas must be well ventilated and have 200 amp plus service to handle multiple irons, hot air guns and drills with outlets for each wax table as specified above.
<input type="checkbox"/>	<input type="checkbox"/>	Washroom in chalet and/or porta-toilets capable of handling 300+ people
<input type="checkbox"/>	<input type="checkbox"/>	Parking for 100+ vehicles of various sizes – cars, vans and buses.
<input type="checkbox"/>	<input type="checkbox"/>	Bulletin board away from computer room.
<input type="checkbox"/>	<input type="checkbox"/>	Insulated and/or heated timing shack at finish to accommodate timing volunteers.
<input type="checkbox"/>	<input type="checkbox"/>	Timing hut needs to have electricity or an alternative back up source of energy to run large display clocks, computers and electric beams.
<input type="checkbox"/>	<input type="checkbox"/>	Adequate room for running a team leaders meeting prior to the race.
<input type="checkbox"/>	<input type="checkbox"/>	A volunteer and officials area to store gear during the event, not in the computer or emergency examination room.
<input type="checkbox"/>	<input type="checkbox"/>	Hotels and/or Motels and/or Inns to accommodate 300+ people visiting the community.
<input type="checkbox"/>	<input type="checkbox"/>	Affordable restaurants in the community (smoke-free) to meet the anticipated needs of hungry skiers.
<input type="checkbox"/>	<input type="checkbox"/>	Full medical facilities within short driving distance or alternative solution.

Officials

Host	Backup	
<input type="checkbox"/>	<input type="checkbox"/>	District has enough Level 2 Cross Country Canada Officials to support a race in the positions of Chiefs of Competition, Stadium, Course and Timekeeping.
<input type="checkbox"/>	<input type="checkbox"/>	Training of Level 1 and 2 officials for the remainder of the needed positions planned for the fall before the event (at the latest).
<input type="checkbox"/>	<input type="checkbox"/>	Approximately 40 volunteers who are able to commit to an Ontario Cup weekend. (and likely at least one pre-Ont. Cup "practice" event.)
<input type="checkbox"/>	<input type="checkbox"/>	Volunteers must have written job descriptions; and copies will be kept on file with the Chief of Competition.
<input type="checkbox"/>	<input type="checkbox"/>	Be prepared to pay all reasonable expenses for accommodation and travel for the appointed Technical Delegate.
<input type="checkbox"/>	<input type="checkbox"/>	The host club must be fully compliant with CCC liability insurance requirements. The Chief of Competition needs to confirm this fact.
<input type="checkbox"/>	<input type="checkbox"/>	Organizers may decide to reimburse officials for reasonable expenses

Courses

Host	Backup	
<input type="checkbox"/>	<input type="checkbox"/>	Safe and technical as stated by one third up-hills with a climb between 9% and 18% with some short climbs steeper than 18%, one third undulating utilizing all terrain features and one third downhill demanding a versatile downhill technique.
<input type="checkbox"/>	<input type="checkbox"/>	A course profile and map for each race course will be included with the application.
<input type="checkbox"/>	<input type="checkbox"/>	Grooming with power tilling is a must, with mechanical snow moving.
<input type="checkbox"/>	<input type="checkbox"/>	Grooming for classical technique for interval start competitions, a single track is to be set along the ideal skiing line of the course.
<input type="checkbox"/>	<input type="checkbox"/>	Grooming for classical technique for mass start competitions, a minimum of 4 tracks must be set for the first 500m and the remainder of the course may be double tracked where appropriate.
<input type="checkbox"/>	<input type="checkbox"/>	Grooming for classical technique for the last 75-100m before the finish, the course shall be as straight as possible, and prepared to a minimum width of 6 metres, and set with 3 tracks.
<input type="checkbox"/>	<input type="checkbox"/>	Grooming for free technique competitions must be at least 6 metres wide on uphills.
<input type="checkbox"/>	<input type="checkbox"/>	The finish zone must comply with ICR 315.3.4 and 315.4.2.
<input type="checkbox"/>	<input type="checkbox"/>	Grooming on downhill sections with tracks: the tracks should follow the ideal line of the course.
<input type="checkbox"/>	<input type="checkbox"/>	Course marking must be so clear that the competitor is never in doubt where the course goes.
<input type="checkbox"/>	<input type="checkbox"/>	Kilometer signs should mark the course at 1km intervals, showing distance skied to this point.
<input type="checkbox"/>	<input type="checkbox"/>	All junctions and major changes in direction must be marked by highly visible, readable signs.
<input type="checkbox"/>	<input type="checkbox"/>	Race distances up to 15 kilometers must have one refreshment (feed) station at the start/finish area. Distances of up to 30 kilometers will have a minimum of three feed stations on course.

Communication

Host	Backup	
<input type="checkbox"/>	<input type="checkbox"/>	VHF or UHF frequency radios
<input type="checkbox"/>	<input type="checkbox"/>	8 radios, with chargers for overnight between event days.

Race Management

Host	Backup	
<input type="checkbox"/>	<input type="checkbox"/>	Laptop or Desktop computers (3) running Windows.
<input type="checkbox"/>	<input type="checkbox"/>	A laser printer or bubble jet printers.(2)
<input type="checkbox"/>	<input type="checkbox"/>	A photocopier.
<input type="checkbox"/>	<input type="checkbox"/>	Software - Zone4
<input type="checkbox"/>	<input type="checkbox"/>	Separate office isolated from volunteers, ski patrollers, coaches and athletes. Clearly marked "Authorized Officials Only"

Timekeeping & Results

Host	Backup	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A start/finish timing hut to house a minimum of three people and equipment with hydro.
<input type="checkbox"/>	<input type="checkbox"/>	Electronic start gate and photo beam with plunger for splits and finish.
<input type="checkbox"/>	<input type="checkbox"/>	Start and/or finish display clocks.

APPENDIX D HOST SITE FACT SHEET FOR TECHNICAL DELEGATE

Course Statistics	
Race format: <input type="text"/>	Length: <input type="text"/> TC: <input type="text"/> MC: <input type="text"/> Min Width on uphills: <input type="text"/>
Race format: <input type="text"/>	Length: <input type="text"/> TC: <input type="text"/> MC: <input type="text"/> Min Width on uphills: <input type="text"/>
Race format: <input type="text"/>	Length: <input type="text"/> TC: <input type="text"/> MC: <input type="text"/> Min Width on uphills: <input type="text"/>
Race format: <input type="text"/>	Length: <input type="text"/> TC: <input type="text"/> MC: <input type="text"/> Min Width on uphills: <input type="text"/>
Grooming	
	Power tilling machine: <input type="text"/>
	Tracksetting Machine: <input type="text"/>
	Renovating Machine: <input type="text"/>
Stadium Dimensions	Length: <input type="text"/> Width: <input type="text"/> Finish Lane width: <input type="text"/>
Wax areas – indoor	Dimensions: <input type="text"/> AC Outlets: <input type="text"/>
Wax Area – outdoor	AC Outlets: <input type="text"/>
Team Shelter	Dimensions: (square metres) <input type="text"/>
Change rooms	Dimensions:(square metres) <input type="text"/>
Toilets	Number: <input type="text"/>
Parking capacity	Dimensions: <input type="text"/>
ParaNordic Accessibility	Facilities: <input type="text"/>
Team Captains Meeting	Room Dimensions: <input type="text"/> Seats: <input type="text"/>
	Projector: <input type="text"/> Screen: <input type="text"/>
Officials	
	Chief of Competition: <input type="text"/>
	Chief of Stadium: <input type="text"/>
	Chief of Course: <input type="text"/>
	Chief of Timekeeping/scoring: <input type="text"/>
	Other certified officials (number): <input type="text"/>
Radios (min 2 channels)	Number: <input type="text"/>
Timing and Scoring Inventory	PC's: <input type="text"/> Printers: <input type="text"/>
	Electronic Timers: <input type="text"/> Hand Timers: <input type="text"/>
	Start Gate: <input type="text"/> Finish Beam: <input type="text"/>
	Photofinish: <input type="text"/> Finish Video: <input type="text"/>