

# Nordiq Canada Ski Nationals

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Technical Package

**2023-2024**

January 23



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## 1.0 Preliminary Information

This Technical Package outlines the standards of quality that must be met by the Organizing Committee (OC) for the competitors, officials, spectators, and other participants of hosting the Nordiq Canada Ski Nationals. It is a working document that forms the foundation of the Hosting Agreement between Nordiq Canada and the Organizing Committee. It is reviewed and adjusted as required.

It is Nordiq Canada's role, via the Sport Development Director (SDD), to set the necessary controls through the Technical Package and the latest version of the International Competition Rules/Canadian Competition Rules (ICR-CCR) and Regulations to ensure the meeting of the standards by the sanctioning bodies.

This Technical Package does not cover the details of every aspect involved in staging the Nordiq Canada Ski Nationals. As the relationships between provincial governments, municipal authorities, local sponsors, etc., are different throughout the country, it is not possible to recommend a single method of organization. However, the elements common to Nordiq Canada Ski Nationals are covered in this guide. Any adjustments or changes made must first be approved by the Sport Development Director and the Organizing Committee.

### 1.1 Objectives

To host the Nordiq Canada Ski Nationals for Olympic and Paralympic athletes

To provide an opportunity for skiers to race with the best athletes of their age group in Canada

Provide results, where applicable for calculation of the Canada Point List and submission for FIS points (Para or Olympic Stream as applicable)

To host the Canadian Colleges and Universities Nordic Championships (CCUNC)

To provide the opportunity for selection races as defined in the National Ski Team 2024-2025 criteria

To provide additional integration of other events as agreed upon by NSO, the OC and other applicable partners.

To identify development needs and address domestic gaps as identified by the national sport organization (NSO)

To create opportunities for coach development, evaluation, and certification. To create opportunities for official development and organizational committee development in Canada.



## 1.2 Definitions

Event – several races which occur at a particular site, hosted by a particular event organization (i.e., the Nordiq Canada Ski Nationals).

Competition – an individual race day within an event, incorporating one or more age categories and both genders.

Organizing Committee (OC) – a term which describes the organization within the hosting Nordiq Canada Club that is responsible for planning and executing an event. For major events such as the Nordiq Canada Ski Nationals, the OC will include an Event Organizing Committee (EOC) and a Competition Committee (CC).

Competition Model (CM) – The CM is a combination of technical parameters and recommendations that, aligned with the Long-Term Athlete Development model (LTAD), determine the ideal approach to and characteristics of competitive events and training for each LTAD stage.

Open Category – The open category at the Nordiq Canada Ski Nationals can be comprised of Seniors, CCUNC, and may also include U20 skiers for common distances and combined race results.

Combined Categories – Where categories are combined with single start lists, awards and prizes will be provided for each of the separate categories. Results publications must provide combined results and separate results for all categories.

## 1.3 Abbreviations

ATD – Assistant Technical Delegate

CEO – Chief Executive Officer

CTC – Coaches Technical Committee

DDC – Domestic Development Committee

EOM – Events and Official's Manager

FIS – International Ski Federation

HPC – High Performance Committee

HPD – High Performance Director

IPC – International Paralympic Committee

NCOWG – Nordiq Canada Officials Working Group

OC – Organizing Committee

SDD – Sport Development Director

TD – Technical Delegate

## 1.4 Important References

The host OC agrees that the policies and documents outlined below are part of this agreement. It is the OC's responsibility to ensure they are familiar with and adhere to the following policies, regulations, and bylaws:

- 2023-24 ICR-CCR with marked 2023 precisions
- Nordiq Canada Race License Policy
- Nordiq Canada Insurance Policy
- Nordiq Canada Competition Registration and Sanctioning Policy
- Nordiq Canada Officials Manual
- FIS Para Nordic Percentage revisions and updates
- Nordiq Canada Competition Model & Pathway
- Nordiq Canada Bylaws
- 2024-2025 National Ski Team Selection Criteria
- 2023-2024 National Trip Criteria
- NST Criteria Policy
- Nordiq Canada Safe Sport Policy

Nordiq Canada reserves the right to update and or change these policies and will have the most current versions available through the usual Nordiq Canada communications.

## 1.5 Official Languages

English and French are the official languages of Canada. Sport Canada is committed to enhancing the vitality and supporting the development of the English and French linguistic minority communities in Canada and to fostering the full recognition and use of both official languages in Canadian society.

Since the event is sanctioned by Nordiq Canada, the OC must:

Provide communications, announcements, award presentations (on site and banquet), website, and information to the public in both official languages. Translation costs are the responsibility of the OC;

Actively offer services to members of the sport community and the public in both official languages;

Make available in both official languages to members of the sport community and the public any communications and documents relating to initiatives;



Encourage members of both official language communities to actively participate in the planning and staging of initiatives; and

Organize initiatives, when appropriate, in such a manner as to meet the needs of the two linguistic communities.

The items listed above are applicable to all event material to inform the public, the participants or media, permanent and temporary signage installed specifically for the events or required for the smooth running of the event, written documentation providing event administrative information to the athletes, coaches, officials, and other delegation members (guides, manuals, schedules, etc.) and information on the event's websites. For more information, you can consult the Sport Canada Contribution Guidelines on the Government of Canada website.

## 1.6 Para Nordic Inclusion

Nordiq Canada events support our excellence and all Canadian on skis goals. The Nordiq Canada Ski Nationals must include Para nordic events. Hosting venues must ensure accessibility to all areas.

## 1.7 SafeSport

The OC plays a role in providing a safe sporting environment. The OC must:

- Identify a SafeSport officer who will:
  - Ensure any requirements from the Division are met
  - Be responsible for SafeSport at the event, including being on-site and visible to all participants, looking for opportunities to celebrate good practices and educate where practices can be improved
  - Ensure the [Canadian Sport Helpline](#) is promoted through the event website and a slide at the Team Captains meeting. Sample text:
    - Everyone has the right to a safe and inclusive environment, free from maltreatment. If you are experiencing, or you suspect someone else is experiencing, abuse, discrimination, violence or other forms of maltreatment, contact the [Canadian Sport Helpline](#) or the onsite SafeSport officer (CONTACT DETAILS). These individuals can connect you with support and help you file a complaint. For emergencies, call 911.
  - Ensure confidentiality is respected; when in doubt as to what can and should be shared, contact your Division or Nordiq Canada's SafeSport Officer

- Contact Nordiq Canada's SafeSport Officer Megan Begley ([mbegley@nordiqcanada.ca](mailto:mbegley@nordiqcanada.ca); 403-679-9925) for help as needed.

## 1.8 Name and Identification

The official name is the 2024 Nordiq Canada Ski Nationals/Championnats canadiens de ski 2024 de Nordiq Canada. Herein the event must be referred to as the 2024 Nordiq Canada Ski Nationals/Championnats canadiens de ski 2024 de Nordiq Canada in all printed materials and official communication.

## 1.9 Dates

The dates for the event are set by Nordiq Canada based on input from the following, as per their respective requirements of the Event, with a reasonable likelihood of snow conditions being an over-riding consideration:

The OC;

The Sport Development Director

The Events and Official Manager;

The HPD – Para and the HP Oly;

The Para and National Ski Team (NST/ PNST) coaches and managers (for scheduling impacts);

The Coaches Technical Committee;

The High Performance Committee;

The Nordiq Canada Officials Working Group;

When submitting a bid for the event, the OC applicant should indicate both a preferred date and an alternate date for hosting the Nationals. Final approval of the dates will be taken by the Sport Development Director.

## 1.10 Technical Package and Agreement to Host

The OC is required to sign an Agreement to Host, and thereafter is responsible for the organization and delivery of the event.

The Organizing Committee agrees to organize and conduct all competitions in accordance with ICR-CCR Rules and Regulations and this Technical Package, unless agreed upon changes by the OC and Nordiq Canada.

The OC agrees to adhere to the terms outlined in the Agreement to Host.

Nordiq Canada will work with the OC, CTC, HPC, NCOWG, and the HP staff to provide and approve the list of and schedule of competitions for the Event. The Sport Development Director, or their designate, will have final decision-making authority on the event schedule in consultation with the assigned Jury.

The OC is responsible for updating Nordiq Canada on the status of preparations on a regular basis through minutes of meetings, letters and telephone calls, or e-mail.

The OC will liaise directly with Nordiq Canada (through the SDD or EOM) for guidance and assistance in the conduct of these events.

### **1.11 Nordiq Canada Contact List**

Events and Officials Manager: Ilona Gyapay [igyapay@nordiqcanada.ca](mailto:igyapay@nordiqcanada.ca)

Sport Development Director: Julie Beaulieu. [jbeaulieu@nordiqcanada.ca](mailto:jbeaulieu@nordiqcanada.ca)

### **1.12 OC Contact List**

The OC must provide Nordiq Canada with a list of key contacts of the Event Organizing Committee and the Competition Committee.

In addition, the OC Chairperson must include the Nordiq Canada Events Manager, SDD, TD and ATD on the email distribution list for regular event preparation updates and meeting minutes during the months leading up to the event.

## **2.0 Organizing Committee Responsibilities and Accountability**

### **2.1 Communications**

The OC shall:

Provide timely distribution of the Event Notice and official results in the specified formats.

Set up and display Nordiq Canada sponsors and supplier pool banners as per the Collateral List of the Hosting Agreement. The SDD, or designate, will be able to provide advice on this. Nordiq Canada will provide a complete collateral list by January 1, 2024. See Section 13 Marketing, Sponsorship and Communications for full details.

Develop an event website for the Event information by October 31. The OC must appoint a webmaster who is responsible to liaise with Nordiq Canada for current information and for the

maintenance of the event website. See Section 3.3.

Assign a Press/Media Liaison official. It is important to work diligently to obtain good event coverage in the local media (press, TV, radio) and to encourage provincial and national coverage wherever possible. The Press/Media Liaison official must work closely with the event webmaster.

Provide a high-quality sound system.

Provide a race announcer or announcers, with appropriate capabilities in both official languages.

Provide high speed wireless internet service that can manage essential services of the races and event. Create a coaches' WhatsApp, or similar platform, group to assist with rapid distribution of information.

Liaise with Nordiq Canada's Marketing and Engagement Coordinator to collect current biographical information on top skiers in the event and as much as possible for other skiers for media feed and on-site race commentating. Current National Ski Team (NST) biographies can be reviewed on the Nordiq Canada website.

The OC agrees to follow the requirements for Title Sponsor Servicing – See Section 13 Marketing, Sponsorship and Communications.

Provide Nordiq Canada and/or Divisions with the ability to run concurrent TD and/or Officials' courses during the Event that will allow the opportunity for 'live' competition experiences or the delivery of presentations on critical competition issues or international updates.

## **2.2 Public Liability Insurance**

The OC must subscribe to the Nordiq Canada insurance policy through its membership in a Division and must be in good standing with both the Division and Nordiq Canada.

## **2.3 Event Funding and Accountability**

Financial support from Nordiq Canada will be outlined in the Agreement to Host.

If a competition is cancelled, Nordiq Canada may negotiate refund of the financial subsidy based on the state of the overall event budget.

Beyond the support pledged by Nordiq Canada in the Agreement to Host, the OC is responsible for all financial obligations related to the conduct of the event.

The OC must submit a final Expense/Revenue statement and copies of media releases and coverage to the Nordiq Canada EOM no later than 30 days after the event. The Media Report should include photos, newspaper clippings, audio/ visual web links to electronic media coverage and local media contact coordinates.

## 2.4 Host Site and Bid Process

The Nationals are to be held at a location with:

- Terrain that is suited to this level of competition.
- Homologated trails for the FIS and FIS Parasport sanctioned competitions.
- Appropriate trails for Para nordic events.
- Accessibility for Para nordic athletes.
- Trained, experienced officials.
- Suitable accessible infrastructure.
- Reasonable access for most participants.

Final selection will be made by the Sport Development Director after appropriate consultation.

Sites will be evaluated using the Nordiq Canada Events Rubric for Nordiq Canada Ski Nationals. Bid forms and evaluation process will be posted in the Document Centre on the Nordiq Canada website.

## 2.5 Back-up Site and Event Cancellation

In the event of pandemics and for any other similar situations, Nordiq Canada will follow the instructions of the Public Health Agency of Canada, and the appropriate provincial and municipal health organizations to mitigate the impact.

Nordiq Canada has a response for different scenarios including for no event, for restrictions to a maximum allowed of participants at a time, and no restrictions at all. The OC should prepare the event as usual. Decisions to cancel or continue will be based on instructions provided by the public health authorities and could change as the situation evolves. The OC may be required to distribute a protocol to mitigate the spread of the virus.

The OC, in consultation with the Nordiq Canada SDD, will identify a backup site in case of low or poor snow conditions. The backup site should be selected to minimize original air travel arrangements of participants.

A decision on event cancellation or change of site will be made by the Nordiq Canada Sport Development Director no later than two weeks (2) prior to the event, in consultation with the HPDs, EOM, CEO, OC Chair and the TD.

Two (2) weeks prior to the event, if there is not enough snow and little or no indication of snow in the forecast, the event will be moved to the back-up site. It will be the joint responsibility of Nordiq Canada and the OC to notify the Divisions of the intent to change the site. Whenever possible, the original OC will assist the new Organizing Committee to ensure a smooth transition. In the event of a new site and host club being chosen, there are many human resource and financial issues to be considered. These include expenses already incurred by the scheduled LOC, the capacity of the new venue/club to field a competent Competition Committee, the ability to

transfer support through existing sponsorship and Government revenues earmarked for the event and the interest of volunteers and timing professionals from the scheduled OC to help with the relocated competition.

If transfer to an alternate venue and a new OC is deemed possible it will be necessary to specifically address how to manage the existing race file, whether the original Competition Secretary is willing to continue with their role through the new OC or whether the file can be successfully transferred and managed by a new OC Competition Secretary. A travel subsidy, covered by the new OC, may have to be considered for the original Competition Secretary if they agree to remain involved in the secretariat and are available to attend the event.

A clean transfer of responsibilities will occur between members of the original OC and the new OC. Any transfer of physical or human resource assets will be at the option of the new OC in consultation with Nordiq Canada.

When an alternate venue is secured and a competent OC can be formed, then the Nordiq Canada SDD would work with the new OC Chair to prepare a race budget taking into consideration the expenses already incurred by the original OC as per the refund policy and normal expenses incurred for event hosting at the backup site.

Under normal circumstances the balance of all registration fee revenues would be transferred to the new OC as part of the new budget for the event. Any government and sponsorship revenues may be transferred to the new OC as part of the new budget for the event with the agreement of the 3<sup>rd</sup> party.

The OC must include competition cancellation details, amounts to be refunded, methods of communications and, in the case of selection competitions, notice of an alternative competition day for weather related cancellations in their Event Notice package.

Should the event be cancelled, the OC will provide a refund of registration fees less: the costs associated with expensed items not re-usable at future events, and any reasonable meeting costs incurred during the planning phase of the event by the OC

The OC may need to apply fertilizer to maintain snow conditions during the Event. Preliminary work should include obtaining all necessary clearances and permits from landowners, application experience in different weather conditions and access to materials and spreaders on short notice. Consideration must also be given to stock piling snow in high traffic areas along the course and stadium.

## **2.6 Extenuating Circumstances (COVID-19 or others)**

COVID-19 or other protocols – it is expected that the OC provides Covid-19 or other protocols that align with the municipal, provincial, federal and NSO expectations.

## **2.7 Nationals Banquet**

It is expected that the OC will host an Event Banquet. This may be held mid to post- Nationals.

The Event Banquet should provide the following:

- Health protocols or other protocols as necessary
- Accessibility
- A serving style that ensures quick and even distribution of food (e.g. buffet)
- Menu that accommodates identified dietary needs. It is the OC's responsibility to provide an opportunity for participants to identify dietary restrictions.
- Sufficient food to accommodate all attendees
- A facility that accommodates the attendance of visiting parents, coaches, support staff, etc.

Costs for athletes should be subsidized through sponsorship and event fees. A charge in the range of \$50-55 per head is permitted once Banquet plans are approved by Nordiq Canada.

## **3.0 Competition Sanctioning, Registration and Event Communication**

### **3.1 Sanctioning**

The Nationals are sanctioned by Nordiq Canada. Registration for sanctioning is done directly through the EOM. The sanctioning fee is \$2000.

Nordiq Canada applies for FIS sanction for the Open class individual competitions and the Mass Start U20 race at Nationals, and the combined FIS/Nordiq Canada rules will apply to these competitions. The FIS sanction fee is covered by the Sanctioning Fee noted above.

Nordiq Canada will fulfill the FIS listing requirements of sanction in collaboration with the Technical Delegate and Organizing Committee. FIS listing requirements include race formats and distances, course homologation numbers, OC contact, and TD contact.

Should Nordiq Canada need to apply for FIS Paraspport Sanctioning for the Nationals the FIS Paraspport sanction fee will be an additional \$500 CDN invoiced to the OC.

Variance from the FIS rules may be considered by the TD when local conditions require change to maintain a safe and equitable competition. However, in all circumstances the TD must follow the spirit and intent of the Competition Regulations and document all necessary changes in their FIS TD report.

A site visit by either or both the TD and the Nordiq Canada SDD or EOM may be made in the summer prior to the event when a new site has been developed. The TD, SDD, EOM, Chairperson of the OC and the Chief of Competition should agree on any outstanding technical or organizational issues no later than three (3) months before the event.



## 3.2 Event Notice

The Event Notice must be produced in draft and forwarded to the TD and EOM/SDD for review at a time agreed upon with the EOM or SDD.

The final Event Notice should be available 60 days before the event. A copy of the Event Notice should be posted on the OC's website and the link provided to the Nordiq Canada EOM for listing on the national calendar on the Nordiq Canada website.

The Event Notice must be available in both official languages.

Event Notices must include a suitable cancellation and/or postponement clause.

The OC should recognize that most coaches will not be familiar with the technical package so all relevant information regarding the races and athlete eligibility should be referenced and linked to this technical package on the Nordiq Canada and the Event website.

Once the Event Notice has been published, decisions and changes made regarding the event, or its conduct should be published on both the Nordiq Canada website and the event website.

Starting four (4) weeks prior to the event, the OC will make available a live confirmation list on the registration website which contains all registered competitors containing club, Division, team, and school affiliation, Nordiq Canada and FIS license numbers, year of birth, race category, Para nordic category (if appropriate) and the list of competitions for which the competitor is registered.

Club names and spelling will be used as reported in the club data base on the Nordiq Canada website. Club names should be abbreviated when necessary to eliminate non-unique identifies such as "nordic", "ski" and "club" in consideration of space requirements on the results and starts lists.

Skier names and spellings will be used as per the Nordiq Canada license list provided by Nordiq Canada to the OC.

FIS registration data will be used as per the FIS website points lists. The validation protocol available in Zone4 must be used by the OC prior to publication of all lists.

The OC must respect privacy according to all applicable municipal, provincial, and federal laws.

## 3.3 Event Website

The OC is required to develop and maintain a bilingual section of the OC's website for Nationals' event-related information.

Information posted on the site includes the following:

### **Pre-event information**

Event Notice, list of sponsors, hotel (including wheelchair accessibility) and vehicle rental information, fax, phone and e-mail contacts, detailed schedule of competitions and activities, facilities available on site, etc.

### **Information during the event**

Athlete welcome, registration/confirmation lists of athletes, daily reports with photos, official results (pdf or html), links to media reports of the event, photo gallery and any other information relevant to the current event including TCM minutes, changes and decisions made by Jury relating to the conduct of the event.

### **Post-event information**

Big thanks to volunteers and sponsors, lost and found, info on next year's Nationals, etc. A link to final official results.

A link to the Nationals' event page at [www.nordiqcanada.ca](http://www.nordiqcanada.ca) will be provided.

## **3.4 Registration System**

A Nordiq Canada approved race management software package must be used.

An online registration procedure must be part of the events management plan. The online race registration form must be reviewed with the Nordiq Canada SDD or EOM. Race registration should be open five (5) weeks prior to the competition.

For FIS-sanctioned events, the registration form must request both the FIS and Nordiq Canada license numbers. The registration form should also request contact information for an athletes' coach or team leader.

Since the individual open class or combined category competitions at Nationals are also sanctioned by the FIS, the application form must request both the FIS and Nordiq Canada license numbers. The OC is not obliged to fill in this field when the registrant has neglected to do so.

If skiers are members of the NST, a NTDC, university or industry team, they should register using both club and team affiliation. Otherwise, they should register in accordance with their club affiliation.

Team names and spellings will be used as reported in the club database on the Nordiq Canada website.

Skiers' names and spellings will be used as per the CPL submitted by Nordiq Canada to the OC.

FIS registration data will be used as per the FIS website "Athlete Bio" section.

Final confirmation lists must be published within 48 hours of the final registration date. This list

should be published under the club name and include the athletes name, license numbers (Nordiq Canada & FIS), races entered and year of birth.

The Race Notice should specify a registration deadline no earlier than seven (7) days and no later than two (2) days before the first competition.

A separate coach’s registration must accompany the Event Registration. This will facilitate distribution of confirmation lists and last-minute communications with teams because of changes in start times, race changes and cancellations.

## 4.0 Athlete Eligibility, Registration and Fees

### 4.1 Age Categories

For the 2022-23 Competition Season the age subcategories will include athletes born in the following years:

Category	Subcategory Names	YOB for the 2022-23 Competition Season
U16 Girls	U16 G1	2009
	U16 G2	2008
U18 Girls	U18 G1	2007
	U18 G2	2006
U20 Women	U20 W1	2005
	U20 W2	2004
Senior Women	U23 Women	2003, 2002 & 2001
	Senior Women	2001 and before
Para nordic Sit Ski LW10-12 Women	N/A	N/A
Para nordic Standing Ski LW2-9 & B1-3 Women	N/A	N/A

U16 Boys	U16 B1	2009
	U16 B2	2008
U18 Boys	U18 B1	2007
	U18 B2	2006
U20 Men	U20 M1	2005
	U20 M2	2004
Senior Men	U23 Men	2003, 2002, & 2001
	Senior Men	2001 and before
Para nordic Sit Ski LW10-12 Men	N/A	N/A
Para nordic Standing Ski LW2-9 & B1-3 Men	N/A	N/A

## 4.2 Athlete Eligibility

All competitors at the Nordiq Canada Ski Nationals must:

Have a valid Nordiq Canada Race License or a Nordiq Canada Associate license. Please refer to the Nordiq Canada Race License Policy.

Have points greater than zero on the most current CPL/Para-CPL. Athletes who are not on the current CPL/Para-CPL list may request an exemption of the requirement through a written request to the SDD prior to event registration closing.

Foreign skiers in the U20 and Open category must have a FIS license.

Members in good standing of Nordiq Canada or not a member, have no outstanding issues/infractions or debts with Nordiq Canada.

For the purposes of entry all racers must reference their club. They may reference a team if on a national, training centre, university or Nordiq Canada approved factory or regional team.

If a skier is licensed by both Nordiq Canada and FIS, both license numbers must be on the entry form. In this regard, the event entry form must include a place for the FIS license number.

For FIS licensed skiers to gain FIS points, a valid FIS license number must be in the race management database. Either the skier or his/her coach should check with the OC that the FIS

number is correct in the competitor database.

Skiers must also hold a FIS license to be eligible for the cash purse awarded in the Open categories.

Canadian competitors may purchase a FIS license through the Nordiq Canada office.

Canadian Para nordic competitors, when FIS Parasport sanctioned, require a FIS Parasport License.

The official club and Division for an athlete will be those registered on his/her current Nordiq Canada racing license (Nordiq Canada rule 103.4).

The burden of proof of citizenship lies with the athlete and must be declared on the Nordiq Canada Ski Nationals Entry Form at time of entry.

A master list of clubs in good standing for the current year of the Nordiq Canada Ski Nationals is available on the Nordiq Canada website.

### **4.3 Para Nordic Eligibility**

Para athletes are either nationally or internationally classified. If national classification has not been possible, the athlete will default to the highest classification in their category (LW12, LW9, B3).

Para nordic guide license is the responsibility of the visually impaired athlete. Guides are not expected to pay registration fees, however all guides must sign the Nordiq Canada Informed Consent and Assumption of Risk form available from event hosting clubs.

### **4.4 Nordiq Canada Ski Nationals Medal and Prize Eligibility**

This category of eligibility allows the competitor to compete for Nordiq Canada Ski Nationals medals and awards supplied by Nordiq Canada and prizes provided by the OC or sponsors. Skiers in this category of eligibility may earn points towards overall Canadian Aggregate Awards (Club, Division or Individual).

To achieve Nordiq Canada Ski Nationals medals eligibility the skier must fulfil the following:

- have a Nordiq Canada Race License; and
- be a Canadian citizen or hold a Permanent Resident Status; and
- is, where age eligible, can be issued a FIS License by Canada at the time of race registration.

### **4.5 Partial Eligibility**

This category of eligibility allows a competitor to compete for OC or sponsor generated prizes,

including cash prizes in the Open class. This category of eligibility does NOT allow the skier to earn points towards any of the overall Canadian Aggregate Nationals Awards. Skiers in this eligibility category would include:

- Those who have a Nordiq Canada race license but are not Canadian citizens or do not have a permanent resident card; or
- Skiers who have a FIS license issued by a foreign ski federation.

## 4.6 CCUNC Eligibility

Students are eligible provided they are registered as "full-time" by the academic regulations of their University, College, or Cegep or **enrolled in a minimum** of three half courses (or the equivalent: 9 credit hours) in the term (semester) in which they are competing.

Please refer to Appendix B for the CCUNC eligibility form or CCUNC athletes may submit an equivalent form as approved by the EOM.

Graduate students and cooperative education students are eligible if they provide signed documentation as outlined above. Completed eligibility forms, available in Appendix B, must be in the hands of Nordiq Canada's Officials and Event Manager by the entry deadline noted on the eligibility forms.

CCUNC skiers must also hold a Nordiq Canada racing license and must be on the CPL with points greater than zero.

A skier who attends a foreign school, regardless of citizenship or Nordiq Canada license status, is ineligible to compete for CCUNC individual medals or Aggregate Awards at the Nordiq Canada Ski Nationals, however a skier, regardless of nationality may compete and earn CCUNC medals and score aggregate points for their school if they are officially registered by the Canadian institution on the CCUNC Eligibility Form in Appendix B.

## 4.7 FIS Continental Cup Series (COC)

Nations can apply for official FIS recognition of domestic race events that meet specified FIS criteria as a "COC." In receiving official recognition, host nations gain access to additional WC quota, a critical component in preparing Canadian athletes for future World Ski Championships and Olympic /Paralympic competitions.

The Open category at FIS competitions is sanctioned by FIS and Nordiq Canada. Top junior and senior skiers are expected to enter the Open category and will be seeded together. The results may include sub-categories composed of U20 and U23 seniors for recognition purposes.

FIS requires that all (Continental Cup & Nordiq Canada Ski Nationals) competitions be staged on FIS homologated courses. See <https://nordiqcanada.ca/wp-content/uploads/2020-Homologation->

Guidelines.pdf for the most current Nordiq Canada homologation guidelines.

## 4.8 FIS Parasport-Nordic Considerations

Based on the FIS Parasport classification rules and regulations, the OC may offer competition for two categories Standing and Sit Skier by combining Standing classes ([LW2-9 and B1-3] and Sit Ski classes [LW10-12]) for each gender.

There may be option for junior paranordic categories with discretion by the OC and approval by Nordiq Canada. The Open category for each gender has a single set of results, awards, and prizes for Standing [LW2-9 and B1-3] and Sit Ski [LW10-12]). For more information about Para nordic classification, please refer to Nordiq Canada website at <http://nordiqcanada.ca/skiers-and-programs/para-nordic/>

## 4.9 Factory or Regional Teams

Nordiq Canada encourages OCs to recognize factory or regional teams on results lists. For a team to be considered for this recognition, the team must apply to Nordiq Canada's SDD, or their designate, for official recognition as a team. Nordiq Canada requires that the team:

Contribute to the training and competitive opportunity of its athletes and service four (4) or more licensed skiers.

Must be a commercially registered industry or not-for profit club serving a broader audience than racers belonging to a single Nordiq Canada club.

Formally apply to the Nordiq Canada SDD, or their designate, c/o for "team status" to ensure the official team's name is available on Nordiq Canada license registration system. Nordiq Canada is under no obligation to retroactively update skier files if the team's name is not registered properly, or the skier does not include this when renewing their license.

Factory teams may not be an organization that promotes racism, condones gender bias, or places the sport, its volunteers, or sponsors in disrespect.

## 4.10 Entry Fees

A per competition entry fee of \$50 CDN + GST has been established as a common fee; only with the approval of the SDD may entry fees exceed this baseline as noted below.

The intent is for entry fees to be not so large as to discourage participation, while at the same time being sufficient to ensure the financial viability of the event.

**Note: Any increase in fees must be accompanied by an updated budget. In the situation the OC generates an operating profit more than 15% of expenses after an increase in fees is granted, a contribution to the next Nordiq Canada Ski Nationals OC is expected.**



To encourage earlier registration, the OC is encouraged to develop a progressive entry fee schedule that includes an early entry bonus and penalizes last minute entries within the context of the above paragraph. Final entry cannot exceed \$50 per entry within the registration deadline. Additional late fees may be imposed post registration deadline when agreed upon by Nordiq Canada and the Organizing Committee.

For Events with multiple competitions, a package entry fee is encouraged.

Registration fees must cover trail fees for all official race and training days. Skiers must be able to access the competition trails two (2) days prior to the competitions.

Trail fees will apply for those who use the trails on all unofficial training days.

Entries and fees should be in the hands of the OC within a reasonable time prior to the first competition day (seven (7) days).

The Confirmation List must include:

- The skier's name
- Active Nordiq Canada license # Active FIS license #
- Year of Birth
- Entered competitions
- Applicable club and team names.

There will not be any refunds if athletes do not participate.

The SDD or EOM may sanction a “snow enhancement fee” of \$5 per competition day/athlete at sites hosting Tier 1 events to cover the incremental costs of snow making/storage as part of their snow management program. The incremental fee collected must be separately identified in the event statement of revenues and expenses and must be expensed to the venue operator to off-set snow management fees directly related to preparation of the event tracks. **The OC is responsible for presenting a plan to the EOM for approval eight (8) weeks prior to the event start.**

#### **4.11 Complimentary Entries**

In situations where invitations have been specifically sent to guest skiers, teams or dignitaries with “complimentary” entitlements, the invitation should specify the number of athletes to be covered, specifics on travel compensation (including per diem if applicable), information on room and board arrangements, appearance incentives, time expectations, etc.

The above procedure will avoid any confusion or misinterpretations regarding expectations and responsibilities. A note to the athlete/team will ensure a smooth- running event and can be referenced, if necessary, in subsequent discussions/negotiations.

Canadian National Gold and Silver Team and the Para Nordic World Cup and Para Development National Ski Team athletes will be provided complimentary entry to races. The OC will provide a registration code for National Team Athletes. Nordiq Canada will provide a list of athletes receiving

complimentary entry fees to the OC, prior to the opening of registration

The OC should liaise with the Marketing and Engagement Coordinator, or their designate, to develop a marketing plan which maximizes the promotional and advertising value of these athletes during the event.

## **5.0 Race Distances and Scheduling**

### **5.1 Race Distances and Techniques**

None of the competitions should be scheduled at the same time.

Nordiq Canada's SDD will work with the OC, CTC, NCOWG and the HP staff to provide and approve the list of and schedule of events for the Nationals. These will be outlined in the Host Agreement.

Scheduling should be organized in a manner that ensures adequate time is available for coaches to provide proper assistance to all age categories.

### **6.0 Seeding for the Competitions**

#### **6.1 Interval Start Races**

The Distance CPL will be used when seeding all categories.

Within each category skiers will be grouped based on the number of total skiers in the combined category.

In the case of common distance days at the Nationals, U20 and Open categories and U16/U18 categories may be combined depending on track and weather conditions as determined by the Jury. Start positions will then be randomly assigned within each group based on the CPL. The Jury will decide the starting order of each group considering snow and track conditions.

The CPL seeding lists will be available on the Nordiq Canada website two (2) days prior to the first Team Captain's meeting for verification. Changes to the verified seeding lists will only be considered by the Jury in exceptional circumstances.

Nordiq Canada's Sport Development Director may make recommendations on special seeding requests to the Jury based upon a written submission from the athlete's Division to the SDD at least one week in advance of the start of the races. However, such requests must indicate an extraordinary reason for consideration for improved seeding. If a request is successful, a senior or junior will start with the assigned points as per the decision of the Jury.

#### **6.2 Mass Start Race**

For all men and all women categories, seeding and bib assignment will be by Distance CPL based on a skier's current CPL standing which will include the one individual start race earlier in the Nationals. Nordiq Canada will calculate the ad hoc CPL Distance List.

The top CPL skier gets position one (1) in the start grid.

Mass start competitions will use a chevron start grid.

### **6.3 Individual Sprint Competitions**

:

There will be one category for this event: Open (U20 + U23 + Senior)

- All athletes must register in their date of birth age categories
- There will be two rounds of heats and finals
- OPEN (1-30) - The Top 30 athletes from the qualifier irrespective of age category
- U20 ONLY comprised of the next best 30 U20s who did not qualify for the Top 30
- If a U20 makes Top 30 in the qualifier they will be placed in the OPEN category for heats and finals
- If a Senior or U23 does not qualify in the top 30 Open, they do not carry on to the heats.

Elimination heats should be timed, advancement will follow FIS protocol as outlined in 325.4.2.7. The 1st and 2nd place skiers in each heat will advance in addition to the next two fastest competitors from the quarterfinal heats who are ranked 3rd or 4th. Advancement to the 'A' final will follow the same protocol. Refer to Appendix C for how to gap assign.

Sprint heats (Open Category) must be run in accordance with FIS protocol. Sprint competitions with no B Final (as per appendix C), must have a consistent time between each round of heats. Time between heats is dependent on the distance of the course.

The OC should strive to allow 1.5 – 2 hours rest for the top qualifying athletes between the end of the qualifying round and the first Senior quarterfinal heat.

CCUNC skiers are to be seeded into the Open category and then identified from the results of the Sprint qualification round for university awards.

U16 and U18 formats and distances will be agreed upon by the SDD, HPD, OC and in line with the Nordiq Canada Competition Model.

### **6.4 Club Team Sprints**

Club Team Sprint will consist of skiers from the same club or in the case of the CCUNC category, the same educational facility/university. Para nordic athletes may be integrated into their age-appropriate team and will ski the appropriate course subject to their classification.

Foreign skiers may enter the Open Team Sprint competition provided they are a member of the

same registered club or university program but are not eligible for the Nordiq Canada Ski Nationals medals. Regional training centers are not allowed to field teams in the Team Sprint competition.

Exhibition teams may be allowed and will be at the discretion of the Jury.

Categories are as follows:

- Senior/U20 Team Sprints – gender specific, i.e., men's and women's teams, with no restriction on the age of athletes; 2 x 4 laps x 0.7 km.
- U16/U18 Team Sprints – gender specific, with athletes from U16 and U18 categories; 2 x 3 laps X 0.7 km.
- CCUNC Team Sprints – Canadian schools only gender specific, with any combination of ages of university students (or as defined by CCUNC): 2 x 4 laps X 0.7km.

### **Order of Start**

An individual sprint qualifier will be open to all athletes, regardless of if they are on a team or not and will count for CPL points.

Teams are seeded by the combined times of the qualifier. This will be used to seed the teams into a series A, B, C, D, etc. finals.

The order of the sprint finals will be communicated as determined and agreed upon by the Jury.

All schedules to be approved by the Jury.

Athletes are permitted to participate in more than one club-based Team Sprint category (e.g., Challenge men, Open and/or CCUNC).

Teams will be seeded in the starting grid irrespective of nationality.

Aside from the advancement rule noted above, FIS Team Sprint rules apply with two stipulations:

Waxing pits are only permitted in designated areas and will only be allowed after review by the Jury of the stadium size, competition format and size of the heats. Only one service team personnel and one wax bench per club is permitted in this area.

Teams must be composed of skiers from the same club for the Club Team Sprint. Only the results of the Club Team Sprint are used to contribute to aggregate totals. Nationals medals will be awarded for Club Team Sprint.

Final Rank is determined by the results of the final. If a team races only in the qualification but does not race in their final, they would be considered DNS for the Team Sprint. Their qualifier results and therefore points in the qualifier would still stand.

However, the qualifier alone will not be considered a result for medals or aggregate points.

## 7.0 Courses and Grooming

### 7.1 Homologation Standards

All FIS sanctioned races must be run on FIS homologated courses. The host site must have FIS homologated courses to provide for the various competition formats assigned at the Open level. New Canadian Guidelines outlining the process to homologate race courses can be reviewed on Nordiq Canada's website.

All FIS Parasport sanctioned races must be run on FIS Parasport homologated courses. The host site must have FIS Parasport homologated courses to provide for the various competition formats as assigned for Para-Nordic races.

Furthermore, there must be reasonable terrain that can accommodate additional U16 and U18 categories that fall within the limits set out in Competition Regulations (ICR- CCR) section 311. Course markings must be as per the Competition Regulations and Officials Manual.

### 7.2 Race Courses

The host site must have a good range of courses to provide for all competition formats and categories in the Nordiq Canada Ski Nationals. This includes reasonable terrain that can accommodate Senior and U20 men/women categories starting and racing together.

Homologation norms must fall into the limits set out in Rules 311.2.5 of the ICR-CCR. Course markings must be as per Rule 311.4 and the Competition Officials Manual.

### 7.3 Grooming Equipment

The OC must provide Nordiq Canada, and more importantly the coaches and athletes, with the assurance that it has taken the necessary steps to produce the best possible track for racing under the most adverse weather conditions, including ice, heavy snow, and rain.

Trail-grooming capabilities must include:

- A full width tracked vehicle equipped with a renovator that is hydraulically operated (An Alpine twin track or equivalent single-track setter (Bachler type molded))
- A capacity to apply fertilizer to improve the track in soft snow conditions
- Capacity to set multiple classic tracks at a minimum 1.20 meters apart measured from the middle of each pair of tracks
- A snow renovator or packing pan for use with a snowmobile to improve course conditions when heavy snow arrives at temperatures which preclude the use of a tracked groomer

Grooming resources must be sufficient and flexible enough to allow grooming at any time which will ensure optimum trail preparation

## **7.4 Course Marking and Inspection**

The competition trails should be groomed for inspection two (2) full days prior to the first race.

Signage should be clear as to the direction in which skiers must go for both Olympic stream and Para Nordic athletes and guides.

Course maps with elevation must be available online for the full slate of races at least one (1) week prior to the event. It is suggested that each team receive a laminated set of course maps that can be displayed in the wax cabins.

During official training (the day prior to a competition), the course, including stadium, must be prepared, and marked as it will be during the competition (Competition Regulations section 311.4).

## **8.0 Timekeeping and Results**

### **8.1 Timing Standards/Results Production**

A Nordiq Canada approved race management software package (e.g., Zone4) must be used. Software that interfaces directly with race timing equipment and live-streaming capabilities are required.

The selected package must accommodate all common formats for competitions. The system must handle multiple competitions, categories, combined and subcategories.

Para nordic results must include Percentages for classic and free technique, Real Time and Calculated Time for Results and Hunting Start Lists. The results of Para nordic competition are derived through the application of a time- based percentage system. The process for this calculation can be found at [www.paralympic.org](http://www.paralympic.org) rules and regulations.

The package should also have an active trouble shooting service or manual to which the users can quickly and efficiently turn to for help in emergencies.

The package must provide start lists and result lists with basic competition information (i.e. weather conditions, sponsor tags, etc.), together with split and finish times in the format approved by Nordiq Canada.

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.

The Start List should show the members of the Jury, Category, Bib number, Name, Club, Team, Division, total race distance, number of laps comprising the distance and Start time.

The package should be able to output results in several formats (e.g. xls, pdf, .csv and xml).

Live results is expected at Nationals. The OC should test the live results module with a test race to ensure systems are compatible prior to the race week.

Timekeeping officials and technical assistants who will be using the race management software package must have used the software previously and be competent with it.

## 8.2 Timing Equipment

Nordiq Canada requires that start/finish times be electronically generated with a completely independent back-up system.

There must be an enclosed and heated timing building with an electronic timing unit (i.e., Summit Systems etc.).

An electronic start gate must be used at the start of interval start races in conjunction with a large format display/count-down clock. The start gate must have a post on either side to ensure a skier cannot leave in either technique without opening the gate. If the gate is too narrow for sit skiers to start using the standard gate, they may start outside the gate in the late start lane.

At the finish, an electronic beam signal is required to capture the time of the athlete as he/she crosses the finish line.

All competitions using mass start or sprint formats must include approved digital photo finish line equipment. Event personnel must be trained in the use of this system.

Course controllers should be provided with training on suitable equipment, to verify technique or other violations at key locations during the competition.

The FIS Data Timing Report must be completed by the Timing Service Provider on a timely basis after each competition day to allow the FIS results to be validated for points.

## 8.3 Results

The publication of the results of competitions should be consistent with the format outlined below as per the CCR-ICR. Official Results must show the following:

### Official Olympic Stream Results

- The members of the Jury
- Weather conditions
- # of Laps and Total Distance for each category
- Technique and Category



- Rank Bib #
- Name
- YOB
- Sub-category
- Sub-rank
- Club, Division, Team, and University
- Nordiq Canada & FIS License number
- Total Time
- Time behind
- Athlete sanctioned by the Jury with the rule number and the reason

#### **Official Para Nordic Results**

- The members of the Jury
- Weather conditions
- # of Laps and Total Distance for each category
- Technique and Category
- Rank Bib #
- Name
- YOB
- Sub-category Sub-rank
- Club, Division, Team, and University where applicable Classification (Para-Nordic)
- Nordiq Canada & FIS License number
- Total Time and Calculated Time (Para-Nordic)
- Time behind
- Athlete sanctioned by the Jury with the rule number and the reason

01/09/2017

Print Results – Ski Nationals 2017 Day 4: Medium Interval Classic | Zone4.ca



## Ski Nationals 2017 Day 4: Medium Interval Classic – Results

2017-03-21 – Canmore Nordic Centre

### Jury

Technical Delegate	Pierre Millette
Assistant Technical Deleg...	Dirk Rohde
Chief of Competition	Mike Norton
CCC Race Director	Dave Dyer

### Weather

Conditions	Partly Cloudy
Air Temperature	1.6
Snow Conditions	Transformed
Snow Temperature	-2

## Open Men – Official

15km (4 x 3.75km)

	Name	Nation	Province	Time	Diffs
1	<b>Devon Kershaw</b> Bib: 589 1982 6521 3100006 Ontario	CAN	ON Onaping Falls Nordic CNST	0:45:05.3	
2	<b>Dag Frode Trolleboe</b> Bib: 607 1993 25050 3421788	NOR	University of Denver	0:45:49.9	+44.6
3	<b>Moritz Madlener</b> Bib: 609 1993 23184 3200426	GER	University of Denver	0:45:52.1	+46.8
4	<b>Graeme Killick</b> Bib: 596 1989 14133 3100175	CAN	AB Ptarmigan Nordic AWCA	0:46:14.5	+1:09.2
5	<b>David Palmer</b> Bib: 592 1993 18506 3100292	CAN	BC British Columbia Black Jack Ski Club	0:46:27.8	+1:22.5
6	<b>Eivind Romberg Kvaale</b> Bib: 586 1994 27236 3422243	NOR	University of Denver	0:46:30.3	+1:25.0
7	<b>Graham Nishikawa</b> Bib: 591 1983 12673 3100034	CAN	YT Yukon Whitehorse Ski Club CPNST	0:46:31.8	+1:26.5
8	<b>Michael Somppi</b> Bib: 612 1988 13526 3100160	CAN	ON Ontario Lappe Nordic NTDC TBay	0:46:44.8	+1:39.5
9	<b>Thomas Hardy</b> Bib: 554 1995 23611 3100244	CAN	BC British Columbia Telemark Nordic	0:47:10.5	+2:05.2
10	<b>Evan Palmer-Charrette</b> Bib: 590 1994 22598 3100283	CAN	ON Ontario Lappe Nordic NTDC TBay	0:47:10.8	+2:05.5
11	<b>Russell Kennedy</b> Bib: 611 1991 25625 3100268	CAN	AB Alberta Canmore Nordic Team R.A.D.	0:47:13.0	+2:07.7
12	<b>Julien Lamoureux</b> Bib: 602 1994 21454 3100301	CAN	QC Quebec Montériski CNEPH	0:47:39.8	+2:34.5
13	<b>Jack Carlyle</b> Bib: 593 1993 19782 3100266	CAN	ON Ontario Soo Finnish AWCA	0:47:52.6	+2:47.3
14	<b>Rogan Brown</b> Bib: 606 1991 22919 3530550	USA	Sun Valley SEF	0:47:58.7	+2:53.4
15	<b>Gareth Williams</b> Bib: 613 1997 25705 3100351	CAN	BC British Columbia Telemark Nordic BCST Junior: 1/48	0:48:01.6	+2:56.3
16	<b>Kevin Sandau</b> Bib: 600 1988 13504 3100128	CAN	AB Alberta Foothills Nordic	0:48:08.5	+3:03.2
17	<b>Ryan Jackson</b> Bib: 575 1997 28149 3100380	CAN	ON Ontario Team Hardwood Junior: 2/48	0:48:12.2	+3:06.9

[https://zone4.ca/race/1431e7dc-0a94-11e7-adaf-0a30a7b0db55/print\\_results/78a5f15c-0de3-11e7-aad6-003018c04ae6](https://zone4.ca/race/1431e7dc-0a94-11e7-adaf-0a30a7b0db55/print_results/78a5f15c-0de3-11e7-aad6-003018c04ae6)

1/5

The OC should produce a separate result file for: Olympic and Para nordic competitions using the naming conventions for the race files as provided by the Nordic Canada Officials Working Group.

For FIS sanctioned open competitions, trail homologation data and the FIS Homologation # must be shown in the comments bar between the header and the results matrix.

For CCUNC events, separate result files must be produced titled: CCUNC Canadian Nationals.

CCUNC results should show Rank, Bib, Name, University Team, Total time, and Time behind.

Publications by the OC should include the following:

On site – hardcopy – complete results (unofficial, followed by official) published on a results board in accordance with timing as specified in the Nordiq Canada rules. Also, final copies are to be supplied to teams and others if requested only if there are critical issues with the online results platform.

Complete results, unofficial followed by official, published online in accordance with timing as specified in the Nordiq Canada rules.

On the event website using pdf or html format that can be viewed and downloaded from the Nationals website. A “printer friendly” version must be provided.

Results should also be recognized by a results system capable of interfacing with the CPL database and the FIS event registry.

As many people from across the country will be following the races and looking for results online, the OC must have internet access on site and should post results to the internet as soon as possible for each race. This must include live streaming of interim and/or unofficial results; these must be updated with official results as soon as they are approved by the Jury.

## **8.4 FIS Sanctioned Open Race**

For FIS sanctioned Open competitions, trail homologation data and the FIS homologation # must be shown in the comments bar between the header and the results matrix.

For the Open category, the FIS Timing Report to FIS specifications must be filed by the Timing Service provider within 24 hours of the end of each competition.

## **8.5 General Results Requirements**

The name of the race files should include the event name, race format/ open distances and designate whether the posting is a start list or final result (e.g., WJr Trials–Int. 10/15 km Cl Final Results). Note for Zone4 users: the site is already listed through the club key to Zone4 hence is not required in the file name.

The Title and Day Sponsor’s logo must accompany the Nordiq Canada and OC logos in the Header on each results page. OC sponsors and public partner logos should be placed on the Footer of each results page.

If an event is designated as a CCUNC event or Nationals, separate results must be produced for the university categories. Those results should show Rank, Bib, Name, University Team,

Total time.

Publications by the OC should include the following:

Complete results (unofficial, followed by official) published online in accordance with timing as specified in the Nordiq Canada Rules.

Official results must be linked on the Event Website.

Results should also be printer compliant (pdf or html) on a recognized results system capable of interfacing with the CPL database and FIS event registry.

## **9 Competition Points**

### **9.1 Canada Points List**

Canada Points List (CPL) and Para nordic Canada Points List (PNCPL) points will be calculated for all individual Nordiq Canada Ski Nationals competitions and after the Nordiq Canada Ski Nationals are over will be entered into the CPL ranking system for the appropriate points period as per the rules of the CPL.

Only racers that have been seeded together in common distance competitions will be combined for point calculation purposes.

### **9.2 FIS Points**

For FIS-sanctioned competitions – i.e., individual competitions in the Open categories – the TD, is responsible for completing the online FIS TD Report and confirming the Race Penalty calculations.

FIS points will be calculated for all individual competitions in the Open categories (for FIS license holders only).

The FIS points calculations in appropriate format (xml) will be submitted electronically by Zone4 to the FIS online system.

FIS points reporting, and management are the responsibility of the EM.

## **10.0 Technical Staff and Jury**

### **10.1 Technical Delegate (TD), Assistant Technical Delegate (ATD)**

The TD and the Assistant TD (ATD) are appointed by the Officials Working Group of Nordiq Canada.

Nordiq Canada will confirm these appointments to the OC and provide the TD with the name and address of the Chairperson of the Competition Committee by November 1, 2022.

Communication will occur directly between the Competition Committee Chair, TD, ATD and EOM or SDD.

All reasonable travel, gas and accommodation expenses of the TD are the responsibility of Nordiq Canada for the event.

All reasonable travel, gas and accommodation expenses of the ATD are the responsibility of the OC for the event as per Nordiq Canada's Travel and Expense Policy.

The TD's expenses must also be covered by the OC if a pre-event visit is required. Per diems for the TD should be paid when the officials arrive on site, based on the standard Nordiq Canada per diem rate. For reference the Nordiq Canada Travel Policy on-line at [www.nordiqcanada.ca](http://www.nordiqcanada.ca).

If possible, an Apprentice TD from the host region may be appointed (a new Level III) to learn and to assist the TD with the permission of NCOWG. The cost for this apprentice should be shared between the Apprentice TD, their Division, and their club.

## **10.2 Sport Development Director and/or Events and Official's Manager**

One of either the Sport Development Director or the Events and Official's Manager are the Nordiq Canada staff assigned to the Nordiq Canada Ski Nationals. Duties of the SDD/EOM, or their designate, are:

Be the Nordiq Canada Race Director and member of the Jury.

To represent the interests of Nordiq Canada.

To schedule and conduct inspections of new sites interested in hosting Tier I competitions.

To ensure that the Nordiq Canada Hosting Agreement is signed between Nordiq Canada and the OC.

To ensure that all aspects of the organizer's contract are correctly fulfilled.

To monitor the proper operation of the event according to the Nordiq Canada Technical Package and Host Agreement in force, and report issues to the Nordiq Canada SDD as necessary.

To provide coordination and support to all Jury members by providing information and advice.

To oversee and manage the production and promotion of the Aggregate Results.

To coordinate .xml race results production and filings to FIS and CPL calculations.

To manage and collaborate with the OC to ensure compliance with event marketing and sponsorship aspects.

To liaise with the TD and OC to discuss best practices and issues arising over the course of the season and event.

Accommodation expenses of the SDD/EM, or designate, are the responsibility of the OC.

### **10.3 Jury Composition and Function**

The Jury at the Nordiq Canada Ski Nationals will include:

- FIS Technical Delegate – Jury Chair
- Chief of Competition
- Nordiq Canada Race Director
- Assistant Technical Delegate
- International Jury Member (as necessary and approved by the SDD)

At the discretion of the Jury, other experts may be invited to attend Jury meetings as observers. Apprentice TDs will have observer status on the Jury. Observers do not have a vote in Jury decisions.

The Jury will be identified and introduced at the first Team Captains' Meeting.

The Jury should meet one hour before the start of each competition, one hour after and at any other time deemed necessary.

A Jury Secretary must be appointed by the OC and be responsible for the coordination of the Jury room, meeting minutes, course maps and race results distribution for all Jury members, documents, and forms specific to Jury duties (i.e., Protest, Appeal and Sanction forms).

### **10.4 Team Captains' Meeting**

All TCM's will be conducted virtually.

An initial TCM should take place the evening prior to the event as per Competition

Regulations section 305. At this time, the TD and Jury will be introduced.

The TD will address the TCM, and make any points related to rules or rule changes that need to be emphasized for the event or for the first competition.

Additional meetings will occur the day before each subsequent competition day.

Each Division must identify one speaker on behalf of the Division to the Competition Secretary two (2) days prior to the first TCM.

Use an online meeting collaboration tool available on the market.

Provide a meeting link to all coaches no later than noon of the same day. Translation services must be available for all TCMs.

The OC has available to them a Nordiq Canada TCM power point template if required.

Seed lists for the next race should be made available at the TCM the night before each TCM; corrections should then be handed back to the race office no later than four (4) hours before the start of the TCM, enabling the start lists to be available online prior to the start of each meeting for the next day's race.

A printable version of the race start list for the next race day should be made available online prior to the start of race day.

OC confirmation lists should include all skier withdrawals and confirm spelling, age sub-categories, CPL and FIS points, Nordiq Canada and FIS licenses, club, team, and national affiliation of each competitor at these meetings.

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.

## **11.0 On-Site Facilities**

### **11.1 Emergency Action Plan**

The OC must have a secure site plan in the event of unforeseen events such as inclement weather, event security threat, and site evacuation situations.

The emergency evacuation plan should be posted prominently and reviewed at the coaches meeting.

The OC must also present an Emergency Action Plan to Nordiq Canada's Race Director prior to the start of the first official training day.

## **11.2 On Site Medical Services**

### **11.2.1 First Aid Stations**

A general first aid service must be available to all. Ideally stations should be set up in an easily accessible area. The first aid stations should be equipped to deal with all first aid treatments and any emergency situations.

The First Aid Stations must be staffed by qualified personnel one hour before the competition is scheduled to begin, throughout the competition day, and for one hour after the finish of the last race. They should also be available during any official training days. All trained first aiders should hold a recognized standard first aid certification, certified paramedics, licensed doctors, and nurses are considered qualified personnel.

It is mandatory that an Artificial Electrical Defibrillator (AED) be on site and located at the main first aid station.

Officials on course should have a First Aid Kit and water.

### **11.2.3 Hospital and Ambulance Service**

The OC must inform all local emergency health services (i.e. hospitals, emergency medical service teams, etc.) about the event. They should be encouraged to be part of the process in preparing for the competition.

Emergency service vehicles should be encouraged to attend on site during the competition and during any official training days. The competition site must be accessible to 9-1-1 emergency medical services teams. They must have free access down the length of the course and out on to the public roads.

The OC must post the address or postal code for the facility on the front door of the main building. The OC must announce the address/postal code to all at the TCM. It is also encouraged that the address is distributed in the club information package for emergency situations.

## **11.3 Warming Facilities and Restrooms**

Giving consideration that not all athletes and coaches will be on site at once, the site should have suitable on-site sheltered accommodation allowing appropriate space for the registrants. Accessibility considerations must be included for Para nordic competitors.

A separate space should be available for both genders. The competition site permits athletes to change from wet competition clothing to warm-ups and dry undergarments.



Accessible washroom facilities must be available for athletes, coaches, and officials. There must be one toilet for every 75 persons. Flush toilets are preferred, however rented portable toilets are sufficient provided they are pumped out daily.

Toilets should be inspected on a very regular basis throughout the day and restocked with supplies as required. This is an essential service, and many demands are placed on this system on race days.

There should be hand wash stations or hand sanitizer must be available at all restroom facilities.

## 11.4 Waxing Facilities

With Nordiq Canada SDD approval, the use of provided wax cabins per teams may be charged at an agreed upon cost. Properly heated, lighted, and ventilated tents are also a viable option. Accessible wax rooms must be provided for teams that request them.

Separate sheltered waxing facilities appropriate in size must also be provided. Space should allow for the following guidelines:

Up to 8 athletes = 1 table (2 forms)

8 – 16 athletes = 2 tables (4 forms) or the size of one regulation cabin (8'x12')

16 – 24 athletes = 3 tables (6 forms)

24 + athletes = 4 tables (8 forms) or the size of two regulation cabins (8'x12')

Teams can rent tents from OCs to provide additional space at reasonable market value and approved by SDD/EOM. For 500 athletes, the recommended minimum is 200 amps.

The provision of additional outside power outlets and outside waxing and parking space for customized club waxing facilities is also recommended. If such space is required, teams must notify the Venue Chair at least two months prior to the event.

Portable trailers and permanent wax cabins must include active ventilation systems to effectively remove dangerous vapours. Fans should be rated to move 180 – 200 cfm for 300 sq/ft and be capable of completely recycling the air in the wax facility each night.

Nationals will adhere to the Nordiq Canada Nationals No Fluoro Wax Rule.

Team technicians must wear at a minimum half mask respirators rated for chemical clean-up, grinding, masonry or painting spray units that provide protection against organic vapors and a minimum 95% efficiency against non-oil particulate aerosols. N95 (95% efficient protection against non-oil particulates). Full face masks will protect the eyes from dangerous vapours

and dust.

The use of disposable gloves is also recommended as the skin represents a secondary source of exposure to toxins. For reference visit:

[http://www.uline.ca/BL\\_992/3M-6000-Reusable-Respirators](http://www.uline.ca/BL_992/3M-6000-Reusable-Respirators) and

[http://www.3mcanada.ca/3M/en\\_CA/company-ca/](http://www.3mcanada.ca/3M/en_CA/company-ca/)

Designated wax areas should be coordinated along Division/Territorial Club jurisdictions with a minimum of 20 athletes including the following groups:

- National Ski Team
- National Development Centres (AWCA, TBay, CNEPH)
- Visiting National Team programs
- Foreign guests

Outlets at the start for “hot boxing” skis for the sprints are not required.

Wax pits may be permitted at the discretion of the Jury for Team Sprint and Sprint competitions.

Ski exchange boxes will not be permitted in the mass start competitions.

## **11.5 Wax Testing**

A suitable hill for glide testing must be within 1 km of the stadium area and not on the racecourse.

A warm-up track with a small uphill must be near race start. Both the glide testing area and the warm-up tracks need to be groomed and prepared in the same manner and at the same time as the rest of the competition track to simulate race conditions.

Note: Use of coaches’ bibs as allocated by Nordiq Canada will be by Jury discretion.

## **11.6 Drinking Water**

A minimum of two (2) accessible water stations must be available.

It is strongly recommended that an additional water station is placed in the spectator area.

## 11.7 Doping Control

Athletes and coaches must be aware that doping control tests may be conducted by the Canadian Centre for Ethics in Sport (CCES) on a random basis in accordance with the Canadian Anti-Doping Program (CADP).

To avoid an inadvertent positive test and the consequences of an anti-doping rule violation, athletes are encouraged to take the following steps:

Check the Global DRO ([www.globaldro.com](http://www.globaldro.com)) to determine if any prescription or over-the-counter medications or treatments are banned by the WADA Prohibited List.

Review medical exemptions requirements ([www.cces.ca/medical](http://www.cces.ca/medical)) if you require the use of a banned medication for a legitimate medical reason.

Do not use supplements or take precautions prior to doing so. Supplement products cannot be verified by the CCES or in the Global DRO. A lack of industry and government regulation makes it impossible to confirm their ingredients. Read more: [www.cces.ca/supplements](http://www.cces.ca/supplements)

Review the steps of the doping control sample collection procedures: [cces.ca/sample-collection-procedures](http://cces.ca/sample-collection-procedures)

For additional resources and general information about anti-doping, please contact the CCES:  
Email: <https://cces.ca/contact-us> link Call toll-free: 1-800-672-7775  
Online: [www.cces.ca/athletezone](http://www.cces.ca/athletezone)

The Chief of Competition should contact the Nordiq Canada SDD one month prior to the event to determine the likelihood of a doping control test taking place and the need to make necessary arrangements. The knowledge given to the Chief of Competition on this subject must remain confidential. The OC must conform to the following guidelines if doping control is conducted during the event.

### 11.7.1 Doping Control Facilities

Doping control facilities and proper equipment must be provided in an area within walking distance of the stadium (permanent structure or trailers) or an acceptable driving distance that has a dedicated driver and chaperones.

The doping control area should be divided into three (3) separate areas:

- The waiting area should be large enough to accommodate athletes, representatives accompanying athletes, representatives of the CCES and doping control personnel.
- Working room with table for three (3) people.
- Toilet area with lavatory (at least one (1) must be wheelchair accessible with safe catheter and sharp disposal) and room for two people.

Equipment – lockable refrigerator (if possible), assorted other minor equipment (desks, chairs, etc.).

Provision of six (6) – eight (8) volunteers to assist with the control, preferably three male and three female to "shadow" the athletes (including warm-downs) prior to their tests. Some of these volunteers must be prepared and able to ski with the athlete if he/she chooses to do a warm-down.

More specific details will be provided to the LOC by CCES if controls are planned for their event.

## 12.0 Awards and Medal Ceremonies

### 12.1 Minimum Cash Purse for FIS Open categories

As a FIS sanctioned COC event requirement and to raise the profile of the sport, encourage senior skiers to continue to compete and attract high quality fields in North America, a cash purse is awarded to the winners of the Open category for the interval start, sprint and mass start competitions. OCs are encouraged to exceed the minimums.

The minimum cash purse schedule for the Olympic Stream FIS Open category:

Rank	Per Gender (CDN)
1 <sup>st</sup>	\$500
2 <sup>nd</sup>	\$300
3 <sup>rd</sup>	\$200
4 <sup>th</sup>	\$150
5 <sup>th</sup>	\$100
6 <sup>th</sup>	\$75

Top U23	\$75
Top Sprint Qualifier	\$100
Total	\$1500

## 12.2 Awards Presentations

The Awards Coordinator should prepare a blank ceremony list where the names of presenter, athletes and prize description can be written in immediately after each competition.

Awards should be presented on-site. Ideally awards are presented at pre-announced intervals during the competition schedule and the availability of the unofficial category results (see rule 317.2.1). If awards do not take place immediately after the finish of a category, racers should be allowed to cool down and change into dry clothes. The Nordiq Canada medal presentation ceremony should take place as soon as results are verified as not to make athletes wait in the cold.

Formats for the presentation of awards are at the discretion of the OC as there are many different options, considering differences in facilities, venues, and programming logistics. The ceremony should be located within spectator sightlines and accessible to all athletes. Where a podium is used, it must be accessible for para Nordic athletes or an equivalent process provided that reflects the level of ceremony a nationals title is entitled.

### Order of Presentations for Each Category

- **International Podium**

In situations where foreign skiers place within the top three (3) of a category, presentation of the category merchandise awards is first made to the “International Podium” to reflect the top three (3) athletes in the competition, regardless of national affiliation.

- Merchandise awards presentation is as follows: 3rd place, 2nd place, and 1st place.

- **Nordiq Canada Ski Nationals Podium**

The Nordiq Canada Ski Nationals Podium presents the following:

- Medals and Merchandise Awards to the top three (3) athletes in the category
- Merchandise Awards to the 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> place athletes in the category
- Category awards that include top six (6) skiers will follow the protocol of announcing the 6th placed skier, followed by the 5th placed skier, etc.

- **Top U23 or Top Sprint Qualifier (when applicable)**
- Following the International and Nordiq Canada Podium, the Top U23 and/or Top Sprinter will be announced.

Presentations should be brief, the announcement includes the name of the category, athletes' name, club, team, and position.

Once the athletes have been announced and have taken their position on the podium, the name and affiliation of the presenter should be introduced followed by the awarding of the medals and prizes.

## 12.3 Individual and Team Medals, Cash and Merchandise Awards

### Nordiq Canada Ski Nationals Medals and Merchandise Awards

Athletes are eligible for medals and awards (including cash) as per the Athlete Eligibility Section 4.0 within the category in which they choose to compete

Nordiq Canada Ski Nationals medals will be given to the top three (3) individuals in each age category for each individual competition for the Nordiq Canada Ski Nationals Podium. Merchandise prizes are to be given to the top six (6) places.

#### **NOTE: For the Open Sprint Category**

- Open Podium
  - Top 6 athletes regardless of age category
- U20 Podium
  - Top 6 U20 starting with the highest ranking U20s in the Open Heats, followed by the next highest ranked athletes in the U20 Heats

Nordiq Canada Ski Nationals medals will be given to the top three (3) individuals in the Open CCUNC category. Merchandise prizes are to be given to the top six (6) places. ***In the case of sprints, the sprint qualification rank will determine the CCUNC category winners to permit skiers to compete in their designated sub-categories during the heats.***

The top three (3) teams in the Club Team Sprint A final categories will also get Nordiq Canada medals, one for each team member. Merchandise prizes are to be given to the top six (6) places.

Nordiq Canada Ski Nationals medals will be coordinated and paid for by Nordiq Canada (for 1st, 2nd & 3rd place in all age and CCUNC categories and the Team Sprints).

All merchandise awards will be coordinated and paid for by the Organizing Committee.

Cash Awards: The following individual Open (FIS) Olympic category cash award schedule is to be provided by the OC per race per gender: 1st - \$500; 2<sup>nd</sup> - \$300; 3<sup>rd</sup> - \$200; 4<sup>th</sup> - \$150; 5<sup>th</sup> - \$100; 6<sup>th</sup> - \$75; Top U23 - \$75, Top Sprint Qualifier - \$100.

Cash Awards: Where there are more than three entrants in the category, the following individual Open (FIS PS) Paralympic category cash award schedule is to be provided by the OC per race per gender: 1<sup>st</sup> - \$100.

Any other Cash Awards that the OC wishes to award is the responsibility of the OC. However, awarding of any other cash prizes must be done in a fair and equitable manner.

For categories with a single entrant, medal and merchandise prizes are awarded however, cash prizes in the Open Olympic or Paralympic categories with only one entrant will be adjusted to \$200.

## 12.4 Nordiq Canada Trophies

Annual Senior Trophies. If feasible, these may be on site.

The **Rolf Pettersen Memorial Trophy** is to be awarded to the winner of the Open Men's long-distance competition.

The **Hickory Wing Trophy** is to be awarded to the winner of the Open Women's short distance competition.

The **R.J. Devlin Trophy** is to be awarded to the winner of the Open Men's short distance competition.

The **Mary Anderson Trophy** is to be awarded to the winner of the Open Women's long-distance competition.

The **Club Aggregate Trophy** was introduced in 2018 and is presented annually to the club that earns the most aggregate points at the Nordiq Canada Ski Nationals.

The **Malcolm Hunter Trophy** is presented annually to the Senior Aggregate winners at the Cross Country Ski Championships. The award was established in 1999 in recognition of the contribution made to the sport by Malcolm Hunter, 1970 Olympian and past Cross Country Canada Treasurer, Coach and Executive Director.

Annual Junior Trophies. When feasible, these may be on site.

The **Muskoka Trophy** for the Challenge Girl's club Team Sprint winners.

The **Pepsi Cola Trophy** for Challenge Men's club Team Sprint winners.

The **Sofie Manarin Memorial Award** is to be presented to the Canadian Aggregate winners of the U16 category. A cash bursary from the Sofie Manarin Foundation will be presented to both recipients.

Annual trophy winners will be announced and, when possible, physically presented.

## 12.5 Individual Aggregate Awards

To recognize performance within age groups, year of birth (YOB) subcategory aggregate awards will be provided to athletes including:

- U16 B1, U16 B2, U18 B1, U18 B2, U20 M1, U20 M2, U23M, Senior M
- U16 G1, U16 G2, U18 G1, U18 G2, U20 W1, U20 W2, U23 W, Senior W

Individual Aggregate Awards will be given to the top three (3) aggregate skiers in each of the YOB U16, YOB U18, and YOB U20 categories. Recognition will include medals and merchandise prizes.

Individual Aggregate Awards will be given to the top three (3) aggregate skiers in each of the U23 and Senior categories. Recognition will include medals, merchandise, and cash prizes.

An Individual Aggregate Award will be given to the top (1) Para Sit Ski and Para Standing categories. Recognition will include medals, merchandise, and cash prizes.

In situations where U18 skiers decide to race in both U18 and Open competitions on alternate days aggregate points will be counted for both categories. The better points of the two events obtained by these skiers will be attributed to their respective club/Division as declared on their current Nordiq Canada license.

It is the responsibility of Nordiq Canada in cooperation with the OC to calculate the points for the various aggregate champions (individual U16 and YOB sub-category, Club and Division).

Nordiq Canada will coordinate the calculations and ensuring that they are kept up to date. The running calculations are to be posted on the event website as available.

All individual competitions will be used to calculate scores to determine the individual aggregate winners within each YOB sub-category.



Scoring will be assigned to the top 30 places in all categories as per section 12.5.1 below. A skier accumulates points per each competition entered and finished within the Scoring Pool. A competition not entered generates no points.

Total points will be reassigned for the purpose of determining YOB sub-category winners as per section 12.5.1 below. Athletes within a sub-category will be scored against one another.

- Athletes that decide to race up an age category are considered as “racing up” and thus should be considered as athletes of the first YOB in their actual competition race category for awards and point purposes.
- For competitions where an athlete “races up” outside of his/her age category, aggregate points will be awarded for the category in which he/she competes. This does not apply to a combined class situation where competitors remain in their pre-defined age categories and separate results by category are produced for awards purposes.

For sprint competitions, final sprint results count in the calculations for the overall individual winners. **EXCEPTION: CCUNC overall aggregate will use the Qualifier results to assign points.**

**NOTE: For the Open Sprint Category**

- U20 Aggregate Points will be assigned as follows:
  - Starting with the highest ranking U20s in the Open Heats, followed by the next highest ranked athletes in the U20 Heats

For CCUNC Aggregate Awards protocol see 12.7.4 below.

Cash Awards will be distributed as outlined below per gender.

Cash Prizes for the Senior Aggregate category per gender

Rank	Per Gender (CDN)
1 <sup>st</sup>	\$250
2 <sup>nd</sup>	\$200
3 <sup>rd</sup>	\$150

Cash Prizes for the U23 Aggregate category per gender

Rank	Per Gender (CDN)
1 <sup>st</sup>	\$150
2 <sup>nd</sup>	\$100
3 <sup>rd</sup>	\$75

Cash Prizes for the Para Sit and Para Standing Aggregate category per gender

Rank	Per Gender (CDN)
1 <sup>st</sup>	\$200

Nordiq Canada Ski Nationals aggregate medals will be coordinated and paid for by Nordiq Canada.

All merchandise awards and cash prizes will be coordinated and paid for by the Organizing Committee.

### 12.5.1 Scoring System

Only the results of eligible athletes as per Athlete Eligibility Section 4.0 will be included in calculation of aggregate points.

Scores will awarded for all aggregate awards in the Olympic stream categories:

1 <sup>st</sup> place	100 points	16 <sup>th</sup> place	15 points
2 <sup>nd</sup> place	80 points	17 <sup>th</sup> place	14 points
3 <sup>rd</sup> place	60 points	18 <sup>th</sup> place	13 points
4 <sup>th</sup> place	50 points	19 <sup>th</sup> place	12 points
5 <sup>th</sup> place	45 points	20 <sup>th</sup> place	11 points
6 <sup>th</sup> place	40 points	21 <sup>st</sup> place	10 points
7 <sup>th</sup> place	36 points	22 <sup>nd</sup> place	9 points

8 <sup>th</sup> place	32 points		23 <sup>rd</sup> place	8 points
9 <sup>th</sup> place	29 points		24 <sup>th</sup> place	7 points
10 <sup>th</sup> place	26 points		25 <sup>th</sup> place	6 points
11 <sup>th</sup> place	24 points		26 <sup>th</sup> place	5 points
12 <sup>th</sup> place	22 points		27 <sup>th</sup> place	4 points
13 <sup>th</sup> place	20 points		28 <sup>th</sup> place	3 points
14 <sup>th</sup> place	18 points		29 <sup>th</sup> place	2 points
15 <sup>th</sup> place	16 points		30 <sup>th</sup> place	1 point

### 12.5.2 Aggregate Award Tie Breaking

In the event of a tie, the overall winner(s) will be determined by the following protocol:

1. The skier with the greater number of 1st place finishes;
2. The skier with the greater number of 2nd place finishes if 1) does not produce a winner; and if 1) and 2) do not produce a winner then a tie is declared, and each skier has the right to call him/herself the overall champion\*.
3. The Sofie Manarin Award bursary is presented to the top U16 male and female at the Nordiq Canada Ski Nationals. If the conditions of 1 and 2 do not result in a clear winner an alternate scoring mechanism will be used for the purpose of naming the award recipient: the sum of the finish times of the individual starts plus the qualification time for the sprints of the tied skiers will be used to break the tie.

## 12.6 Divisional Aggregate Award

A Nordiq Canada Ski Nationals Division Aggregate Champion will be named based on the following scoring system:

Each Division scores best three (3) placing in each age category to top 30.

Scoring will use the points system in 12.5.1.

The “push down concept” will be used, i.e., if a fourth skier or more from the same division ranks in the top 30, those points will not be awarded to anyone. The final champion will be announced at the closing award ceremony.

The Division Aggregate Champion will receive a recognition banner from Nordiq Canada to acknowledge its performance.

## **12.7 Club Aggregate Award**

A Nordiq Canada Ski Nationals Club Aggregate Champion will be named based on the following scoring system:

Points will be awarded for individual competitions and team sprints.

For individual competitions, each club will receive points for all club athletes in the top 30 of each category.

For team sprints, each club may score up to four (4) male and up to four (4) female teams per official class. Points will be awarded per team, not per individual.

The points scored for team sprint results will be consistent with 12.5.1.

All calculations of points are to be done by Nordiq Canada. A running total should be produced each day with the champion announced at the closing award ceremony.

The top three (3) clubs at the Nordiq Canada Ski Nationals will receive a recognition banner from Nordiq Canada to acknowledge their performance.

## **12.8 CCUNC Awards**

### **12.8.1 Points Calculation**

Points are awarded to every CCUNC eligible athlete according to the table in 12.5.1 for their position relative to CCUNC athletes except for the long distance race which will be scored as below.

NOTE: For the CCUNC long distances the scoring will be as follows:

1 <sup>st</sup> place	50 points	16 <sup>th</sup> place	7.5 points
2 <sup>nd</sup> place	40 points	17 <sup>th</sup> place	7 points
3 <sup>rd</sup> place	30 points	18 <sup>th</sup> place	6.5 points
4 <sup>th</sup> place	25 points	19 <sup>th</sup> place	6 points
5 <sup>th</sup> place	22.5 points	20 <sup>th</sup> place	5.5 points
6 <sup>th</sup> place	20 points	21 <sup>st</sup> place	5 points
7 <sup>th</sup> place	18 points	22 <sup>nd</sup> place	4.5 points
8 <sup>th</sup> place	16 points	23 <sup>rd</sup> place	4 points
9 <sup>th</sup> place	14.5 points	24 <sup>th</sup> place	3.5 points
10 <sup>th</sup> place	13 points	25 <sup>th</sup> place	3 points
11 <sup>th</sup> place	12 points	26 <sup>th</sup> place	2.5 points
12 <sup>th</sup> place	11 points	27 <sup>th</sup> place	2 points
13 <sup>th</sup> place	10 points	28 <sup>th</sup> place	1.5 points
14 <sup>th</sup> place	9 points	29 <sup>th</sup> place	1 points
15 <sup>th</sup> place	8 points	30 <sup>th</sup> place	0.5 point

### 12.8.2 CCUNC Individual Aggregate (All Canadian Awards)

There will be recognition for the top five (5) aggregate skiers in each gender of the CCUNC category. Recognition will include medals (Top 3 only), merchandise, and cash prizes.

Individual scores will be based on the following CCUNC events:

- Individual start.
- Sprint qualification.
- Mass start (adjusted scoring).

CCUNC skiers can race as either Senior Men/Women or Junior Men/Women where races are run as an Open Men and Open Women categories on the same distance at the same time.

### **12.8.3 CCUNC Team Scoring**

Team scores will be based on the following CCUNC events:

Top three individual point scores for each team in each of:

- Individual I start.
- Sprint qualification.
- Mass start (adjusted scoring).
- Team sprint.

In the event of a tie, both skiers receive the same score for that place and the next score is dropped.

Only one team from each school will score in the CCUNC team sprint.

Men's and women's teams are scored separately.

A team must enter an official team in the team sprint to be eligible for team standing in the overall results.

### **12.9 Other Awards**

Other awards may be introduced by Nordiq Canada or Nordiq Canada sponsors. In these instances, prizes/awards will be provided by Nordiq Canada or the sponsor. Nordiq Canada will be responsible for calculating results.

Details of such awards will be provided to the OC by the Nordiq Canada EOM.

## **13.0 Marketing, Sponsorship and Communications**

Marketing opportunities and the division of property rights and opportunities are outlined in 13.1 - 13.7. All OC marketing/sponsorship initiatives must be discussed with the SDD.

The OC must appoint a communications lead. The communications lead must contact Nordiq Canada's Marketing and Engagement Coordinator to begin collaborating on marketing and communications at least three (3) months prior to the event.

To capture social media markets, the OC is required to post daily photos and result summaries on the event website, social media platforms and to tag Nordiq Canada. All materials must also be accessible to Nordiq Canada and FIS for event reporting.

The OC is required to have a minimum of one professional photographer present for each day

of events. Photos of podiums for each category must be provided. Photos should be accessible to race participants, mainstream media, Nordiq Canada, and FIS.

FIS may post reports and photos of all designated COC events at <https://www.fis-ski.com/en/cross-country/cross-country-news-multimedia>. The OC may be requested to provide reports and photos to the FIS Communications Manager - ([kallen@fisski.com](mailto:kallen@fisski.com)).

## **13.1 Sponsorship Rights**

### **13.1.1 Sponsorship Rights**

The Nordiq Canada Ski Nationals is a Nordiq Canada property. All sponsors for the Nordiq Canada Ski Nationals must be approved by Nordiq Canada's SDD or designate.

Any use of Nordiq Canada logos must be approved by Nordiq Canada.

All local or other sponsorship opportunities must be coordinated through the SDD or designate. Rights, properties, and sponsorship servicing obligations are fully outlined in 13.2.1. Contact the SDD for more information on OC sponsorship opportunities.

Note: You will see three types of sponsors listed including: Title Sponsor, Day Sponsor, Supporting Sponsors.

The Title Sponsor is the highest level of sponsorship and holds the most prominent position in event branding. The Title Sponsor's name is integrated into the event's official title, making it an exclusive partner.

A Day Sponsor is a sponsor of a particular event or day (e.g., the 2024 Nordiq Canada Ski Nationals mass start, presented by Company W). Day sponsors are significant sponsors but do not have the same level of prominence as the Title Sponsor.

Supporting Sponsors are any of Nordiq Canada's current sponsors as well as any of the OC's sponsors. They are important, but do not hold have the same level of prominence as the Title sponsor.

#### **13.1.2 Title Sponsor**

Nordiq Canada reserves the right to have the Title Sponsorship of the Nordiq Canada Ski Nationals.

If Nordiq Canada has an agreement for a Title sponsor, specific obligations relating to the Title Sponsorship of the Nationals will be provided to the OC in the Agreement to Host.

Title sponsor will be offered to the OC on August 31 of the preceding year if Nordiq Canada is not able to secure a partner.

In the situation where Nordiq Canada has a Title Sponsor, Nordiq Canada has the following marketing Title Sponsorship rights for the Event, and will outline to the OC by December 30<sup>th</sup> before the Event which 'rights' it will choose to use:

Right to name a Title sponsor "The 2024 Nordiq Canada Ski Nationals presented by [Title sponsor company]"

Right to locate Title sponsor banners in the primary location adjacent to the start/finish area as mutually agreed to by the OC and Nordiq Canada. The intent is to provide a balance between the bannering provided to the Title Sponsor and the bannering provided for Day and Supporting sponsors. A signage plan should be agreed upon by January 1, 2024, between the Nordiq Canada SDD, or their designate, and the OC's marketing coordinator.

Right to host activities for Title Sponsor support.

Right to identify the Title Sponsor on competition bibs provided by Nordiq Canada and in the awards ceremony area.

Right to have the Title Sponsor's representative involved in presentation of awards after each competition.

When there is a Title Sponsor for the Event, the start/finish banners, "Welcome/Bienvenue" banners are the exclusive right of the Title Sponsor except for host logo and public partners.

Note: "Primary location" is defined as the area directly adjacent to the start/finish area, required to effectively position Title sponsors. Day and Supporting sponsor banners, whether they are Nordiq Canada or OC sponsors and suppliers, will be placed in the remaining area of the stadium outside of the primary start/finish area.

### **13.1.3 Sponsor Identification Material**

All sponsors for the Nordiq Canada Ski Nationals must be approved by Nordiq Canada's SDD or designate.

Goods and services typically provided by local sponsors include: awards; prize money; post event refreshments and other materials such as items included in athlete packages. The Host



community is encouraged to provide support due to the significant economic impact hosting of the Ski Nationals brings to the local region.

#### **13.1.4 Bibs and Sponsors**

In accordance with the Hosting Agreement Collateral list:

Nordiq Canada will supply a bib set for the event. The OC is responsible for washing and returning these bibs to Nordiq Canada or the next race site immediately after each event. The cost of shipping or transportation of the bibs will be incurred by the OC.

OC-sponsored bibs for sprint races may be used provided there is no commercial conflict with other Nordiq Canada sponsors. In this case, bibs must conform to the standards described in the Nordiq Canada Officials' Manual Version 4 and the FIS rules for Competition Equipment & Commercial Markings (see FIS web site).

### **13.2 Marketing Opportunities**

Nordiq Canada retains the marketing rights and properties to the Nordiq Canada Ski Nationals.

Nordiq Canada will work with the OC to provide marketing and promotional opportunities for the OC of the Nordiq Canada Ski Nationals. The OC is encouraged to partner with Nordiq Canada in planning, to promote their event as widely as possible.

All OC marketing/sponsorship initiatives must be discussed with the SDD.

To capture useful information related to marketing of the Nordiq Canada Ski Nationals, the OC may be asked to complete an Event Sponsor and Media Evaluation Report after the Nordiq Canada Ski Nationals have been completed. The form will be provided by the SDD.

#### **13.2.1 Marketing Rights of Nordiq Canada**

Nordiq Canada has the following marketing rights for the Event, and will outline to the OC by December 30th before the Event which 'rights' it will choose to use:

Right to name competitions within the event that has a national implication – e.g. “the AltaGas Canadian Sprint Series” - with associated Day Sponsors.

Right to locate Day or Supporting sponsor banners in the stadium are outside of the primary location start/finish area (maximum of two banners per sponsor) as mutually agreed to by the OC and Nordiq Canada. The intent is to provide a balance between the bannering provided to the Title Sponsor and the bannering provided for Day and Supporting sponsors. A signage plan should be agreed upon by January 1, 2024 between the Nordiq Canada SDD, or their designate, and the OC's marketing coordinator.

Right to set up a Nordiq Canada vendor tent.

Right to host activities as required to promote athlete pathways, officials' pathways, coaching pathways, or Title Sponsor support.

Right to provide podium or awards ceremony backdrops.

Right to have 2 Nordiq Canada Supporting sponsor flutter flags in the Start/Finish Area and at the Awards Ceremony.

Right to have the Title Sponsor's representative involved in presentation of awards after each competition.

Right to have Nordiq Canada representatives participate in the Awards Ceremony.

Note: "Primary location" is defined as the area directly adjacent to the start/finish area, required to effectively position Title sponsors. Day and Supporting sponsor banners, whether they are Nordiq Canada or OC sponsors and suppliers, will be placed in the remaining area of the stadium outside of the primary start/finish area.

### **13.2.2 Obligations of Nordiq Canada**

Nordiq Canada may provide financial (i.e., the Hosting Grant/ISSE) and/or value in kind support as identified in the Agreement to Host to the OC to subsidize event operating costs, including athlete prize monies if cash is available. Nordiq Canada will follow the Sport Canada Compensation Agreement with respect to the ISSE and dispersal of money.

Nordiq Canada will provide bibs, medals, banners and, where possible, in support of Nordiq Canada sponsors and suppliers.

Nordiq Canada will provide marketing and promotional support to enhance the presentation and funding of the event.

Nordiq Canada will sanction the Open events with FIS.

### 13.2.3 Marketing Rights of the OC

The OC is provided certain marketing rights and opportunities associated with the Event. Sponsors and suppliers obtained by the OC cannot conflict with recognized sponsors and suppliers of Nordiq Canada unless written permission is granted by Nordiq Canada through the SDD or designate.

The following are the rights and opportunities of the OC:

Right to name a Title sponsor “The 2024 Nordiq Canada Ski Nationals presented by [Title sponsor company]”

Right to develop an Event Logo or brand in consultation with the SDD. In doing so, the OC agrees to incorporate the bilingual name of the event and the Title Sponsor name within the logo;

Right to name Day sponsors (specific event sponsors), where no national sponsor has been identified – e.g., the 2024 Nordiq Canada Ski Nationals mass start, presented by Company W;

Right to develop and corporately brand sprint race bibs;

Right to place “Title, Day and Supporting Sponsors on Podium Backdrop;

Right to display Title sponsor banners in the primary location adjacent to the start/finish area as mutually agreed to by the OC and Nordiq Canada.

Right to locate Day or Supporting sponsor banners in the stadium are outside of the primary location start/finish area (maximum of two banners per sponsor) as mutually agreed to by the OC and Nordiq Canada. The intent is to provide a balance between the bannering provided to the Title Sponsor and the bannering provided for Day and Supporting sponsors. A signage plan should be agreed upon by January 1, 2024 between the Nordiq Canada SDD, or their designate, and the OC’s marketing coordinator.

Right to recognize the names/logos of event and race presenting sponsors on the start/finish banner, over PA announcements and on collateral material as per Nordiq Canada branding guidelines;

Right to develop and name sponsors for community festival initiatives – e.g., the Company W Awards Banquet, the Company V Festival Tent.

Right to name local media partners to support and promote the event.

Note: “Primary location” is defined as the area directly adjacent to the start/finish area, required to effectively position Title sponsors. Day and Supporting sponsor banners, whether they are Nordiq Canada or OC sponsors and suppliers, will be placed in the remaining area of the stadium outside of the primary start/finish area.

#### **13.2.4 Obligations of the OC**

The OC is responsible to provide accommodation for Nordiq Canada’s EOM. The EOM is on location as the primary liaison between Nordiq Canada and the OC. Appropriate internet access is required for the EOM, at both the event site and hotel.

The OC is required to fulfil the following:

Use of the official name of the event in all correspondence, including the Title Sponsor’s name. This is to include, but not be limited to, event notices, entry forms, website promotions and local media initiatives.

Recognition of the Title Sponsor in the Event logo

Primary recognition for the Title Sponsor in any media activities relating to the event, including but not limited to, brand positioning on all collateral and electronic material, prominence at all related media events (podium signage, name association, special presentations), title name ID in race reports.

Use of competition bibs as provided by Nordiq Canada.

Display of all Nordiq Canada sponsor/supplier banners as specified in 3.1.3 above. Note that the OC is financially responsible for the safe return of all banners and bibs supplied by Nordiq Canada.

Submission of a post-event revenue and expense summary, together with all related media clippings and event photos, within one month of event completion.

Recognition of all Nordiq Canada sponsorship terms and agreements as may be identified by the SDD or designate.

In addition, the OC is encouraged to host local and regional representatives of Nordiq Canada sponsors and invite them to participate in event festivities, award presentations, etc. Nordiq Canada will coordinate invitations when local sponsor presence is appropriate.

### **13.3 Press Relations**

Nordiq Canada can provide background material on participating NST athletes, current

standings, photos, etc. The OC's media and communications coordinator should be in direct contact with RD/Nordiq Canada Marketing and Engagement Coordinator.

The OC maintains responsibility to produce a daily press summary for all races that would include distribution to FIS and Nordiq Canada offices.

### **13.3.1 Media Services**

The OC must provide adequate on-site media servicing for media in attendance as well as a public interested in event results.

Services should be proportionate to the expected media and the site and include:

- Access to high-speed Wi-Fi internet;
- Cell phone or direct phone defined service which works from site; and
- Live streaming of results

The OC's media and communications coordinator will work with the Nordiq Canada Marketing and Engagement Coordinator to assist local and national media on site.

### **13.3.2 Media Evaluation and Reporting**

An integral part of Nordiq Canada 's yearly review of programs and events is an inventory of all press clippings and reviews relating to cross-country skiing which appear in major newspapers across Canada. It is important the OC Press/Media Liaison Official collects all event articles appearing in local newspapers and major newspapers where possible, including pre- and post-event coverage. **This should be included in the post-event Event Report completed by the OC and forwarded to the EOM. This will help play a large part in solidifying sponsorship efforts in the future.**

## Appendix A

To the Nordiq Canada Ski Nationals Technical Package  
AWARDS Grid and Summary for the Canadian Nationals

Nordiq Canada will be responsible for the maintenance and calculation of aggregate points.

### **1.0 Club Team Sprint Merchandise Awards and Nordiq Canada Medals**

Please reference the 2024 Nordiq Canada Ski Nationals Awards Excel Grid.

### **2.0 Individual U20 Nordiq Canada Medals and Merchandise Awards**

Please reference the 2024 Nordiq Canada Ski Nationals Awards Excel Grid.

Notes:

Interval start, Sprint & mass start competitions - 1st, 2nd and 3rd places receive Nordiq Canada medals and merchandise; 4th, and 5<sup>th</sup>. 6th places receive merchandise.

Aggregate YOB Sub-category awards: 1st, 2nd, and 3rd places in each YOB subcategory receive recognition, which could include cash or merchandise and plaque. (OC's responsibility cash/merchandise, Nordiq Canada responsible for medal).

Merchandise will also be provided for Para-nordic competitions.

### **3.0 Individual Open Nordiq Canada Medals and Cash Awards: Olympic and Paralympic Stream**

Please reference the 2024 Nordiq Canada Ski Nationals Awards Excel

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## **4.0 Team Aggregate Awards**

Club Nationals banner and recognition for 1st, 2nd & 3rd place clubs (Nordiq Canada responsibility)

Division Nationals banner (Nordiq Canada responsibility).

## **5.0 CCUNC Awards**

Nationals medals (1st, 2nd, 3rd) in each competition (Team Sprint & Individual) for university competitions are the responsibility of Nordiq Canada.


Merchandise prizes for individual university medal winners are the responsibility of the OC.

Banners for overall men & women University Aggregate Nationals are the responsibility of Nordiq Canada.

Top five (5) male and female All Canadian medals are the responsibility of Nordiq Canada.

## Appendix B

OCs are required to upload this page to the registration site and have athletes fill out. Entry into the CCUNC category cannot be completed without this completed form prior to registration deadline.

<p><b>Appendix B</b> Canadian College and University Nordic Championships</p> <div style="text-align: right;"></div> <p><b>CCUNC ELIGIBILITY AUTHORIZATION</b> Competition Year _____</p>						
<p>To be authorized by the college/university registrar and received by Nordiq Canada's EM by <b>Friday, March 1, 2024</b></p> <p>Send to: Ilona Gyapay – <a href="mailto:igyapay@nordiqcanada.ca">igyapay@nordiqcanada.ca</a>. Please use a second form if required for all eligible skiers.</p>						
<p>University/College: _____</p>						
Coach:	Phone:	E-mail:				
<p>CCUNC eligibility. <b>Students are eligible provided they are registered as "full-time" by the academic regulations of their University, College, or Cegep or enrolled in a minimum of three half courses (or the equivalent: 9 credit hours) in the term (semester) in which they are competing.</b></p> <p>Graduate students and cooperative education students are eligible if they provide signed documentation as outlined above. Completed eligibility forms must be in the hands of Nordiq Canada's EM by the entry deadline.</p>						
Last Name	First Name	Gender	Nordiq Canada License Number	College/University Course	Year of study	Enrolled in a minimum of 3 courses /semester – please check



Director of athletics or designate:  Print name:	Signature:  Contact email:				Date:	
Registrar or designate:  Print name:	Signature:				Date:	

## Appendix C

Sample Sprint Heat Start List for FIS Sanctioned Competitions

3 Minute Heats with B Final					4 Minute Heats with No B Final				
Heat	Start	Finish	Gap	Rest	Heat	Start	Finish	Gap	Rest
U18 Girls Q1	12:00	12:03	0:03		Sr Women Q1	12:00	12:04	0:04	
U18 Girls Q2	12:03	12:06	0:03		Sr Women Q2	12:04	12:08	0:04	
U18 Girls Q3	12:06	12:09			Sr Women Q3	12:08	12:12		
U18 Girls Q4	12:09	12:12			Sr Women Q4	12:12	12:16		
U18 Girls Q5	12:12	12:15			Sr Women Q5	12:16	12:20		
U18 Boys Q1	12:15	12:18			Sr Men Q1	12:20	12:24		
U18 Boys Q2	12:18	12:21			Sr Men Q2	12:24	12:28		
U18 Boys Q3	12:21	12:21			Sr Men Q3	12:28	12:32		
U18 Boys Q4	12:24	12:24			Sr Men Q4	12:32	12:36		
U18 Boys Q5	12:27	12:30			Sr Men Q5	12:36	12:40		
U18 Girls S1	12:33	12:36	0:03	0:18	Sr Women S1	12:44	12:48	0:04	0:24
U18 Girls S2	12:36	12:39	0:03		Sr Women S2	12:48	12:52	0:04	
U18 Boys S1	12:42	12:45		0:12	Sr Men S1	12:54	12:58		0:14
U18 Boys S2	12:45	12:48			Sr Men S2	13:02	13:06		
U18 Girls BF	12:51	12:54	0:03	0:12					
U18 Girls AF	12:54	12:57	0:03		Sr Women A-F	13:06	13:10	0:04	0:14

U18 Boys BF	13:00	13:03		0:12					
U18 Boys AF	13:03	13:06			Sr Men A-F	13:18	13:22		0:012