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

A presentation for Gate Judge Instruction, "Gate Judges - The Most Important People on the Hill" is available on the USSA website. Correct passage of a missed gate in single pole Slalom* is addressed in this presentation.

*NOTE: Hiking to complete passage of a missed gate is only allowed in Slalom events. A competitor who misses a gate in a Slalom event may hike only if no interference with the following competitor will occur; a passed competitor may not continue on course. If a competitor misses a gate in Giant Slalom, Super G or Downhill, they must immediately exit the course; failure to do so will result in sanction(s).

REFERENCE PUBLICATIONS:
1. USSA Alpine Competition Regulations (ACR)*
2. ICR of the FIS, online Edition
3. ICR Precisions, if published
4. USSA Alpine Officials' Manual

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

CERTIFICATION EXAMINATION:
Chief of Race Certification Examination will be available at USSA-approved Alpine Officials’ Clinics. Allowed time limit is 1.5 hours. The examination is open book and, unless an exception is granted by the respective AO Chair, it must be administered only at scheduled Clinics. It is NOT A TAKE HOME EXAM!

Allowing the use of computers in order to complete calculations or “search” rule books is strongly discouraged. Examination materials provided by the clinic organizer are the only documents/forms that will be accepted. Completed examinations must be retained by the Clinic examiners; they are not returned to the individuals taking them. Please refer to Regional/Divisional publications for schedules. The Study Guide is not intended as a replacement for taking notes for use during an open-book examination at any USSA-approved Clinic.

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

The current Chair is: Thelma Hoessler
tmhoessler@gmail.com
There is much information available to us - no one can possibly know it all. What we SHOULD know is WHERE to find it. Most of the sections of this Study Guide require research by the user. This research will aid in the ability to understand the layout of the applicable rule books and publications and will reinforce their content. PLEASE USE CURRENT EDITIONS!

REFERENCE DOCUMENTS:
The following reference items can be found at the end of this Study Guide and are placed in the order in which they are referenced. Document numbering is not sequential because it agrees with document numbering in the updated “Master Packet of Forms” which can be found on the USSA website. It is suggested that forms be printed for easy reference while using the Study Guide.

Personnel at the Race
Glossary/Job Descriptions
Early Planning Considerations
Schedule Agreement (2 pages)
9. Race Announcement
10. Race Personnel Assignment Sheet
11. Advance Information
22. Checklist Team Captains’ Meeting
23. Program/Team Captains’ Meeting - USSA
24. Program/Team Captains’ Meeting Minutes - FIS
42. Timing Checklist
47. USSA Official’s Expense Report Form
61. Gate Judge Instructions
62. Gate Judge Card (Fault only)
63. Gate Judge Card Example (Fault/No Fault)
64. Gate Judge Card (Fault/No Fault)
How to Prepare 2nd Run Start Lists [621.11.2, 617.3.3]
67. Programming Change Request
17. Guidelines Equipment Control/Protest - USSA non-FIS Events
Jury Study Problems

I. ORGANIZATION OF A RACE (Refer to Personnel at Race and Glossary/Job Descriptions)
A. Organizing Committee (OC) consists of those members (physical or legal) who are delegated by the Organizer. It carries out the rights, duties and obligations of the Organizer. [600, AOM Chapter IV - Race Organization]
1. Responsible for orderly preparation and conduct of the event
2. Appointed by race organizers
3. Essential members of committee for any size race
   a. Chairman
   b. Secretary (may or may not be the Race Secretary)
   c. Chief of Race [601.3.1] directs and controls the work of all officials; is Chair of OC at lower-level events, acts as Chairman of Team Captains' Meeting; acts as liaison between Organizing Committee and other event-related areas
   d. Others, as needed
4. Upon appointment: Technical Delegate, Referee, Assistant Referee (speed events only) and Forerunners

5. Other appointments usually made by Organizing Committee:
   a. Chief of Course [601.3.2]
   b. Start Referee [601.3.3]
   c. Finish Referee [601.3.4]
   d. Chief Gate Judge [601.3.5]
   e. Chief of Timing and Calculations [601.3.6] Supervises, documents and enforces quality control of timing operation. With the exception of lower-level non-scored events, (e.g. YSL), where staffing issues may require it, the Chief of Timing and Calculations should not also be the individual operating the electronic timing equipment or the timing/race result software.
   f. Race Secretary [601.3.7] Due to requirements for preparation of accurate event documentation (these are all legal documents), it is strongly suggested that the Race Administrator not be assigned the duties and event responsibilities of the Chief of Timing and Calculations.
   g. Volunteer Coordinator [601.3.9.4]
   h. Others as appropriate [601.3.8 - 3.9.4]

II. EARLY PLANNING STAGES (Early Planning Considerations)
   A. Important concerns in planning a race that ski area management, Organizing Committee and Chief of Race should consider:
      1. What runs are available?
      2. Does the ski area have special requirements or issues, e.g. liability waiver, other events, etc.?
      3. Are the runs homologated?
         a. If so, are the homologations valid? [650.6.6]
            1) Downhill (Valid only for 5 years)
            2) Super G (Valid only for 5 years)
            3) Giant Slalom (Valid only for 10 years)
            4) Slalom (Valid only for 10 years)
         b. What can cause a homologation to be voided before expiration? [650.6.6 .3]
         c. What happens if you have exceptions or deviations? [650.1]
         d. What if no homologation exists? [601.4.9.1]
         e. What do the homologation numbers mean? [650.6.4]
            Homologation number on new certificates indicates the total number of homologated courses in that year and the year in which the homologation certificate was issued. Older certificates show number of courses registered in that year instead of the month and year of issuance. Certificates are being updated as current homologations expire and are valid for 5 years (speed) and 10 years (tech) from November 1 of year of issuance.
            What on-hill competitor security measures are required? (See Homologation Report for minimum security requirements.) Is the material available? Is there a source for additional supplies if required by the Jury?
      4. Will the proposed race date fit into schedule?
      5. Is adequate time available for planning?
      6. What is the expected field size?
7. Could poor course conditions change event? If so what are the options? [650.6.9]
8. What lift facilities are available to the race? Can they be dedicated to ONLY the race and officials or will a competitors’, officials’ and workers’ lane be available?
10. Are adequate housing and meal facilities available for competitors/officials?
11. Can the race hill be closed to recreational skiers?
12. How many crossings would be needed? How will the crossings be controlled? Volunteers?  Ski Patrol?  How will communication with crossing controllers be maintained?
13. Are special grooming preparations required? Will area provide these services?
14. Is there good communication/cooperation between ski area and organizing committee (club)?
15. Does the Ski Patrol have a Medical Plan in place that fits the requirements of the competition?
16. Are trained officials and where required, appropriately certified officials, as well as other personnel and Forerunners available?
17. What are the financial considerations? Sponsors?  Is there a written budget?
18. Is the necessary equipment available, e.g. poles, panels, fencing, bibs, timing equipment, and radios [601.4.8]?
   a. Do the poles and panels meeting the requirements for the event?
   b. Do the timing equipment, start gate(s) and finish photocells meet specifications as required by the level of the event?
19. Has result software been updated to the current version and the approved format? Who is tasked with this verifying software is updated as required?
20. Will on-site USSA competitor membership applications be accepted?
21. Will an online race registration system be used? Will late entries be allowed and how will late entries be handled? Will there be a late entry fee?
22. Are USSA memberships and officials’ certifications for officials appointed by the Organizing Committee: Chief of Race, Chief of Course, Chief of Timing & Calculations, Race Administrator (Race Secretary), Start Referee and Finish Referee, current?
23. If event is classified as National Championships, NorAm or World Cup event, is a Level 3 or higher Chief of Timing & Calculations available? If not, does the available Chief of Timing & Calculations have the knowledge and ability to accurately complete required tasks?
24. Where is Race Headquarters? Where will the Team Captain’s, Gate Judge’s, and volunteer’s meetings take place?
25. What is the available daylight on race day?

B. Schedule Agreement (Schedule Agreement Example, 2 pages)
Schedule Agreements are now completed through USSA’s online process a minimum of 30 days in advance of the scheduled events.  The Agreement must be completed and accepted by the representatives of the Organizing Committee and the Ski Area/Landowner and submitted to USSA for final approval.  Without a properly executed Schedule Agreement, event liability insurance is not in effect.
C. Race Announcement (Refer to #9. Race Announcement)
Race Administrator usually prepares this document with input from the Chief of Race; it should be available at a minimum, 4 weeks in advance of the scheduled event. *If the ski area requires that participants and their parents sign a separate release, the race announcement must note this; a copy of the release should be a part of the race announcement.*

D. Staffing the Race (Refer to #10. Personnel Assignment Sheet) - Membership Requirements
As the event coordinator, the Chief of Race should have good rapport with ski area management, Organizing Committee and officials; an assistant can help staff, register volunteers and learn the duties of the Chief of Race.

The Chief of Race is responsible for staffing the race and should choose the most qualified, experienced and properly certified person available for each position. (A day-to-day staffing matrix is useful.)

Some consideration should be given to the development of new officials. This may include informal shadow assignments or the use of a mentor for key positions. [AOM, Chapter IV. Race Organization].

**NOTE:** Chief of Race at USSA-sanctioned events must be certified either as a Chief of Race, Referee or Technical Delegate and must also attend a bi-annual USSA-approved Continuing Education Clinic in order to retain certification.

1. **USSA-SANCTIONED NON-FIS EVENTS** - Jury members, Jury Advisors (Start & Finish Referees), Chief of Course, Course Setters, Chief of Timing & Calculations and Race Administrator are required to be appropriately certified, current members of USSA as a Coach or Official. Competitors are required to have an appropriate competitor’s USSA membership. Forerunners must have an appropriate USSA membership: e.g. Competitor, Master or USSA General Member. *Qualified members of foreign federations recognized by FIS must hold a valid USSA membership in order to take part in any capacity at a USSA-sanctioned non-FIS event.*

2. **USSA-SANCTIONED FIS EVENTS:** In addition to the above requirements for USSA membership/certification, if a foreign FIS Federation lists a foreign coach on their entry form, the Federation is certifying that the coach has the knowledge and ability to fulfill the duties of a Team Captain: e.g. serve as a Jury member or set a course; *this satisfies the “qualified member of foreign federation” requirement for FIS events.* Competitors are required to be FIS inscribed. Eligible USSA members who are not FIS inscribed and who are serving as Forerunners must sign the “FIS Athlete’s Declaration”.

3. **Coach or Official members whose membership status on the USSA website is marked “PENDING”, indicates that the member has not completed membership requirements, e.g. “Fast Start Coaching Course” and/or background screening, and they must not be appointed to serve as Jury members, Jury Advisors, Chief of Course or Course Setters.**

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

4. Failure to comply with membership requirements will invalidate event liability insurance.

E. Staffing the Race – Special Certification Requirements
1. Referee for technical and speed events and Assistant Referee for speed events only, are appointed by Technical Delegate and should be from a visiting club. This appointment is from among most qualified, appropriately certified (Referee) individuals present.
Inasmuch as these individuals are generally considered to be the competitors’ representatives on the Jury, whenever possible, a coach should serve as the Referee.

Upon their appointment, the Referee and Assistant Referee (speed events) become members of the Organizing Committee.

2. For all USSA-sanctioned events – both scored and non-scored, officials serving on a competition Jury as a Referee or Assistant Referee or serving as a Course Setter must be certified Referees.

3. Start and Finish Referee for USSA scored events must be a certified Jury Advisor, Referee or Chief of Race.

4. Start and Finish Referee for USSA non-scored events should be a certified Jury Advisor, Referee or Chief of Race; at a minimum, they must be a certified Competition Official (CO).

5. In addition to USSA membership requirement, the Schedule Agreement requires that the “…chief of timing and calculations and other senior officials must be appropriately certified.” A “Senior” official is interpreted as any official whose name appears on official documents or who signs any official document.

6. Just as FIS retains the right to appoint Jury members and Course Setters for upper level events, USSA retains the right to appoint Referee, Assistant Referee and Course Setter(s) at some USSA events - generally Continental Cup (COC) and Championship events.

NOTE: An Assistant Referee may be assigned to a USSA sanctioned technical event for training purposes only. They participate with the Jury, but have neither voice nor vote in Jury decisions, and their names do not appear on any official documents.

F. Staffing the Race – Key Officials that either must or should be certified:
1. Start Referee: Can be home area or visiting official
2. Finish Referee: Can be home area or visiting official
3. Chief of Timing and Calculations (responsibilities may be split between two persons)
4. Chief of Race
5. Race Administrator, a.k.a. Race Secretary or Secretariat
6. A data management person, other than RA, is helpful but not mandatory
7. Chief of Course: Should be knowledgeable about course preparation and snow maintenance, etc. as they relate to the event hill; may be an area person or a volunteer
8. Referee, Technical Delegate and Chief of Race are all Jury members.

G. Race officials that do not necessarily need to be certified are:
1. Starter: Part of timing crew and should have experience
2. Timekeepers: Verify requirements with Chief of Timing
   a. Gate Judges. Certified Referees, Technical Delegates, etc., make excellent Chief Gate Judges, but no certification requirements are in place for this position.
   b. Assistant Timekeepers: Start manual/hand timekeeper/Start recorder
   c. Assistant Timekeepers: Finish manual/hand timekeeper*/Finish recorder*
   d. Electronic timekeeping equipment operator(s): If ski area equipment is used, this official is generally a ski area employee; however, knowledgeable volunteers may also be used
   e. Electronic time recorder(s)
   f. Runner(s) needed to move supplies and documents
g. Scoreboard poster: Posts competitors’ unofficial times on a posting sheet
h. Announcer: Depends on events’ specific set of circumstances

3. Finish Controller and/or Finish Spotter. At most low-level races, the Finish Referee assumes the responsibilities of this official.

4. Gate Judges: Estimate 2-3 gates per person; for DH, 1 gate per person is preferred [669 - rules require “sufficient number”]

H. Time frame for staffing:
1. Start staffing at least 3 weeks ahead - even sooner for larger races. The number of people needed is dependent on type and level of race.
2. Verify availability of key officials first: Chief of Course, Race Administrator, Chief of Timing & Calculations, Chief Gate Judge, Jury Advisors (Start and Finish Referee). Verify certification and membership requirements for each position. (USSA Schedule Agreement requirement states that as appropriate to the event and type of competition all Referees, Judges (for Snowboard & Freestyle events), Course Setters, Chief of Timing and other senior officials must be appropriately certified.)
3. Start recruiting Gate Judges early because of number required
4. Use race personnel assignment sheet to make sure no position is overlooked.
5. Co-ordinate with area concerning race officials’ course access
   a. Lift tickets?
   b. Arm bands, identification card, bib?
   c. Can they get on lift without skis?
   d. Can they hike up the hill?
   e. Are snowmobiles available? Consider the risks of using snowmobiles
6. If single-pole Slalom, verify Chief Gate Judge is aware of difference in procedures for hiking and completing clear passage of missed gates in Slalom events.
7. Co-ordinate nourishment provisions for Gate Judges and other race workers? [668.3] If nourishment is provided, will it be:
   a. Distributed at check in?
   b. Delivered to a central point or to the officials on the hill?
8. Create a plan for worker registration area/procedures. Verify the availability of adequate staff to help with check-in and check-out in the afternoon. Verify availability and location of your registration area. A “USSA Volunteer Competition Worker Registration” is required volunteers over the age of 18 who are not USSA members, ski area land owners or area employees acting within the regular scope of their employment.

I. Availability of Race Officials (Refer to #11. Advance Information)
1. Technical Delegate [602.4.1]
   a. **USSA – GS/SL/SG/DH:** [602.4.3]
      1) **GS/SL:** *Should* arrive 24 hours before the draw for the event
      2) **SG/DH:** *Should* arrive 48 hours before the draw for the first training
   b. **FIS:** [602.4.3]
      1) **GS/SL:** *Must* arrive 24 hours before the draw for the event
      2) **SG/DH:** *Must* arrive 48 hours before the draw for the first training
2. Other Race Officials
   a. **GS/SL:** Key officials (Jury Advisors and Chiefs), should be available for first Team Captains’ Meeting
b. **SG:** Key officials (Jury Advisors and Chiefs) should be available for first Team Captains’ meeting. Timing does not need to be in place for training scheduled for Junior races; however, training runs are a good time to check all electronic systems.

c. **DH:** Key officials (Jury Advisors and Chiefs) should be available for first Team Captains’ meeting. Rules require downhill be race ready from the first day of training, all officials, including Start Referee, Finish Referee, medical personnel (Ski Patrol), Gate Judges and manual/hand timekeeping should be in place for all training runs.

d. **AC:** Default to **DH** or **SG** and **SL** requirements.

J. **Program/Schedule:**

1. The development of a draft, race day schedule is a critical planning item. FIS and USSA forms both provide useful templates. As a minimum the rough draft schedule should include the following items.
   a. Volunteer check-in time
   b. Course Setting start times for each run
   c. Jury Inspection time
   d. Competitor Inspection open and close times
   e. Start time for Forerunners
   f. Start time for 1st racer
   g. Projected finish of last racer for each run/event
   h. Repeat Steps b – f for the second run of a two-run event
   i. Course teardown and venue departure time

2. The construction of a schedule will require the following information:
   a. Type of event “technical” or “speed” and projected start interval(s)
   b. Field Size
   c. Competitor’s projected time on course
   d. Lift opening time
   e. Inspection window for each run
   f. Projected time for course setting.
   g. Projected time for jury inspection
   h. Time needed for final course preparation after inspection
   i. Lift closing time
   j. Other items may include Award Ceremonies and Team Captain’s Meeting for the next day

3. **Historical data can be very valuable in constructing a schedule.** Even if the fields are not identical, a review of timing documents, programs and results from other races on the same venue are excellent sources of information. Pay particular attention to actual start and finish times versus the original plan. Try to avoid an unrealistic schedule. Simply multiplying the number of racers by the minimum start interval will not provide an accurate projection because course holds will impact a projected schedule. Analyzing a number of races will yield averages which will be more accurate.

K. **Miscellaneous Items**

1. USSA races are conducted by rules of the current ACR and any USSA rule updates. For issues not covered by USSA rules, the following applies: “The FIS International Competition Regulations (ICR) and adjuncts shall govern any and all issues not addressed therein.” *(ACR, Intro.)* [601.4.7, 601.4.9.4]
2. FIS Races are conducted by rules of the current ICR, its current Precisions and other applicable FIS publications. Note: USSA rules cannot supersede the ICR. [601.4.7, 601.4.9.4]

3. Competitor Membership [200.3]
   a. Who authorizes a racer's entry into an International race? [200.3]
   b. Can a racer represent more than one country/club? [203.4, 203.5, 203.5.3]
   c. Which country must a racer with dual nationality represent? [203.5.1, 203.5.2]

4. Terminology you need to know:
   a. **Seed Points** - a numerical indicator of a racer's individual ranking in a specific event
   b. **Race Points** - a numerical indicator showing the relationship between a racer and the winner of that specific race
   c. **USSA and FIS Penalties** - numerical indicators that equalize differences between races held on various race hills

5. Appointment of Technical Delegate Candidates. Both USSA and FIS Technical Delegates are required to complete “shadow” assignments under the supervision of a USSA Level 3 or USSA Level 4 or FIS Technical Delegate. Following successful completion of the “shadow” events, the Candidates are required to perform the duties of a Technical Delegate under the supervision of an Examiner (final evaluation). Prior to being appointed as the Technical Delegate for a USSA-sanctioned event, the Candidate must successfully complete “shadow” assignments and final evaluation assignment, and must be accepted by USSA or FIS.
   a. Candidate is obligated to initiate contact with the applicable OC
   b. OC is obligated to provide the Candidate with a Jury radio and lift access
   c. OC is not obligated to provide any financial support, e.g. housing, meals, daily allowance, etc.
   d. Candidate is not considered a member of the OC for “shadow” or final evaluation assignments
   e. Jury may request Candidate’s opinion, but Candidate has no vote
   f. Candidate’s name does not appear on any official documents

III. THE JURY [601.4, AOM Chapter III - Rules, the Jury, and the Technical Delegate] and Duties of the Jury [601.4, 601.4.6]
   A. Members of the Jury, when appointed, become members of the Organizing Committee [601.2.2, 601.2.4]
      1. Technical Delegate (TD)
      2. Referee (RF)
      3. Assistant Referee (speed events)*
      4. Chief of Race (CR)
     *Assistant Referee may be appointed for USSA technical events for training purposes only. They participate with the Jury but are not members of the Organizing Committee, they have neither voice nor vote, and their names will not appear on any official documents.

   B. Who votes on a Jury? [601.4.5]
      1. Decisions are made by? [601.4.5.2, 601.4.5.3, 646.3]
      2. In case of a tie? [601.4.5.3, 601.4.5.4, 646.3]

   C. Main responsibilities of the Jury? [601.4.6 - .7]
D. Who can be called into a Jury meeting? [646.2]
   1. What types of evidence can be used?
   2. Who may be present for the vote? [646.3]
   3. What is “due process”? [224.7]

NOTE: “Due Process” is "the conduct of formal proceedings according to established rules and principles for the protection and enforcement of private rights, including notice and the right to a fair hearing before a tribunal with the power to decide the case." The Jury shall provide the athlete a full and complete opportunity to present his or her side of the case before imposing any sanctions. Failure to allow due process will open the decision to appeal.

4. What are the possible consequences if due process is denied?
5. If a competitor who has been granted a provisional start/provisional rerun is not allowed to start “when ready”, but is instead not inserted until end of class/field, is “due process” being observed?

E. The Jury Advisors: Start Referee and Finish Referee [613, 615, 601.3.3, 601.3.4]  
“Jury Advisor” is a USSA distinction used to recognize two officials who, with the exception of high-level events such as World Championships and Olympic Winter Games, are not voting members of the Jury but who have the duty to supervise a necessary portion of the race arena. The Start Referee is authorized to allow provisional starts for delayed competitors in cases of force majeure but defers to the Jury in cases of doubt. Both Jury Advisors notify the Jury when situations arise that may require provisional reruns and, report violations of rules that may result in sanctions. (At high-level events such as World Championships and Olympic Winter Games, the Start Referee and the Finish Referee are members of the Jury and do have a vote.)

The term "Jury Advisor" is not found in the ICR. USSA-certified Jury Advisors are Start Referees and Finish Referees and are required to be current members of USSA.

F. Connection Coaches: Upper-level races have coaches assigned as Connection Coaches or “Eyes of the Jury”. The Connection Coaches serve as liaison between the Jury and the Team Captains and competitors and are not to be confused with the Start Referee and Finish Referee. Appointment of Connection Coaches is strongly recommended for all USSA speed events.

G. Race Administrator is responsible for preparing Jury meeting minutes [601.3.7]
At high-level events a Jury Secretary may fulfill this duty. Tape recorded notes and cell phones are suggested ways of notifying Race Administrator of items requiring minutes.

IV. MEETINGS
A. Team Captains’ Meetings [216] (Refer to #22. Checklist TC Mtg., #23. Program/Team Captains’ Meeting Minutes – USSA, & #24. Program/Team Captains’ Meeting Minutes – FIS)
   1. How is room set up? Classroom style with a facing head table is recommended. At a minimum, the seating at head table should accommodate the Jury.
   2. Chief of Race is usually Chairman [601.3.1]
   3. Race Administrator responsible for minutes [601.3.7]
   4. Draw/Seed Boards should be positioned so they can be easily viewed
   5. The use of a prepared agenda is highly recommended.
According to USSA and FIS rules, the draw must be conducted (or confirmed) at a Team Captains’ Meeting. An actual meeting, attended in person by Team Captains, Jury, and race officials is an inseparable and mandatory part of the competition and is important for communication of Jury instructions, support of the OC, as well as conveying OC requests and information. It is also a critical element for risk management and liability-related matters. (Refer to 621.8, 604.3)

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

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

Electronic draw/seed boards must have the capability to simultaneously and legibly display the entire competition field. Simultaneous display of all competitors allows all Team Captains and officials to verify the overall accuracy as well as additions and deletions to the starting order in “real time”. Using the race result software to display portions of the competition field is not acceptable.

For USSA non-FIS events, Jury can approve computer-generated draw. FIS events require acceptance of Team Captains by signature on entry form.

B. Jury Meetings
1. Cannot meet until Referee(s) appointed by Technical Delegate [601.2.1, 601.2.3]
   a. Olympic Winter Games and World Championships? [601.4.1]
   b. World Cup races? [601.2.1]
2. Co-ordinate meeting schedule with TD
3. Meetings are usually held:
   a. After each course inspection
   b. After each run
   c. End of race, in case of race halt, etc.
   d. Prior to Team Captains' daily meeting (Downhill)
   e. When is the first meeting? [601.4.4.1]
   f. What is the tenure of the Jury? [601.4.4 - 601.4.4.2]
4. Minutes of Jury Decision – Without Protest; signatures and votes. [601.4.5.5, 646.3]
   a. Review and acceptance of Event Medical Plan
   b. Inspection of course set and on-hill competitor protection installations
   c. Confirmation of daily Program
   d. Other decisions, as required
5. Minutes of Jury Decisions – Protest/Sanction; signature and votes
   a. Understand the situation: “Think” – Do not rush
   b. Review all evidence; “Hearing” – Accused has the right to be heard
   c. Review all circumstances; “Facts” – You must have them
   d. Keep an open mind; “Consider” – Discuss all options
   e. Penalty: “Decision”
1) Make any punishment fit the ‘crime’
2) Consider mitigating/aggravating circumstances
3) Consider scope of the penalty

f. Document: “Written” – All Jury decisions must be documented and include:
1) The offense alleged to have been committed
2) The evidence of the offense
3) The rule(s) or Jury directive that have been violated
4) The penalty imposed
5) Votes must be indicated and Minutes must be signed

V. COURSE PREPARATION/COURSE SETTING - Chief of Course [601.3.2, 603.7.1, AOM Chapter VII - The Racecourse]

Due to the rapidly changing nature of the sport, snow preparation requirements as well as requirements involved in the choice and placement of on-hill security measures, the duties of Chief of Course are best learned through mentorship and on-hill training with an experienced Chief of Course.

A. Co-ordinate course preparation with Chief of Course and area. Chief of Course may be area employee and should have a good knowledge of the course and its condition.

1. Grooming: What type of grooming is required? When can it be done?
2. Salting/chemicals to be used, if any? Some areas do not allow the use of salt/chemicals (Environmental Protection Agency regulations).
3. Start/Finish Area preparations
   a. Start - [611.2, 613, AOM Chapter VII]
      Start Gate specifications/dimensions: [“FIS Timing Booklet”, 611.2.1.1]
   b. Finish - [615.1, 615.2, AOM Chapter VII]
      1) Speed events: no less than 15 m wide
      2) Technical events: no less than 10 m wide
      3) Widths may be decreased by the Jury for technical reasons or because of terrain
      4) Finish line must be dyed horizontally with a coloring substance so that it is clearly visible to the approaching competitor. For areas where chemical dyes are not allowed, diluted food coloring, drink mixes or gelatin-type substances are acceptable substitutes.

4. Spectator control - is it needed? Who's in charge?
5. Fencing and competitor security measures [AOM Chapter VII]
   Minimum on-hill competitor security measures are included in the Inspection portion of the Homologation report. The Jury may, however, require additional measures. On-hill security/protection installations require specific knowledge and experience and should basically follow this creed: ADA
   a. Avoid the obstacle
   b. Deflect a fallen competitor away from an obstacle
   c. Absorb the energy to stop a fallen competitor before he gets to the obstacle.

6. Equipment/supplies needed for course preparation [AOM Chapter VII]
7. Equipment/supplies needed for course maintenance

B. Co-ordinate with Course Setters: Course setting is not only ability, it is also an art that can best be learned through experience; there is no Study Guide for Course Setting. Coaches’ Education materials address particulars related to course setting.
1. Transportation to the start
2. Equipment needed/available
3. Assistance [614.1.2.1]

C. Communications - on the hill/off the hill
1. Jury and Jury Advisors need radios [601.4.8]
2. Jury and Jury Advisors should be on a separate channel
3. Timing: Start and Finish - hard wire and/or radios [611.2.1]
4. Radio use should be restricted to necessary communications
5. Race Administrator must have the capability to monitor Jury radio communications

VI. SPECIFIC COURSE PREPARATIONS AND INSPECTION
A. All courses require
1. Marking gate positions [601.3.5, 614.1.2.2]; when is it not required?
2. Numbering [601.3.5, 614.1.2.3]
   Who has this responsibility? [601.3.5]

B. Downhill - DH [700]
1. Preparation: Course preparation, course setting, competitor security, etc. [701, 702]
2. Length must be measured [701.2] & Gate count must be verified
   a. Course is measured using tape, wheel or GPS are suggested. Measurement is actual gate-to-gate racing line
   b. Measurement must be noted on Technical Data portion of Team Captain’s (TC) Minutes for race day, race-day Start List and Official Results
   c. Why is the course measured?
   d. Gate count must be noted on Technical Data portion of TC Minutes for race day, race-day Start List and Official Results

3. Time frame of preparation [703.2.1]
4. Yellow flag zones [705]
   Downhill and Super G courses have “yellow flag zones”. These are areas that have been designated by the Jury for stopping on-course competitors who are approaching a “start stop” situation. **Yellow zone flags must be in place during competitors’ course inspection [705.1]**. It is important to verify that the individuals controlling the flags (if they are not Jury members), are equipped with a Jury radio and are properly instructed in the performance and the importance of their duties.

5. Racers course inspection [703.2.3] – prior to first official training; carrying their numbers. Time of inspection is determined by Jury.
6. Official training [704]
   a. Qualified competitors entered for the competition must have been entered and drawn in all official training runs [704.1]
   b. Basically 3 days should be scheduled for inspection and training; Jury may reduce this to 2 days [704.2]
   c. Force majeure [704.2.1]
   d. Timed training [704.8]
      1) Minimum participation requirement [704.8.3]
      2) Time of day for training [704.8.6]
e. “Special Training Runs”: Every training run/race must have a USSA race code (FIS events also require a FIS codex); this is verification event liability insurance is in effect.

If one or more athletes have not participated in at least one timed training run and the Jury wishes to allow them to race, the following procedure must be followed:
1) USSA must be contacted; if required, they will contact FIS
2) Race codes/codex numbers must be assigned
3) Program must be prepared to allow the staging of an additional training run
4) **ALL** athletes must be afforded the opportunity to start in the additional training run
5) **ALL** event-related documents: XML file, Program, Jury Minutes, Training Results, etc. must be filed as required

7. Start intervals
   a. Training: Minimum interval **40 seconds** [622.2.3, 704.7]

8. Start order [217, 621.7, 704.7]

C. Slalom - SL [800] **Please** refer to current ICR and Precisions for the Northern Hemisphere for FIS events and the ACR for USSA non-FIS events.
1. Preparation of the course [802.1.4]
2. Assistance to course setter [803.4.6]
3. **Single-pole Slalom** (Refer to 804 in current rule books; ACR & ICR Precisions for Northern Hemisphere, if applicable.)
   a. Where must both outside pole and turning pole be installed?
   b. What is the definition of “gate line” for single pole slalom?
   c. What is the definition of “clear passage”?
   d. How far does a hiking competitor have to hike after missing a single pole gate?
   e. At what levels of event is single pole Slalom **NOT** allowed?

4. If a competitor misses a gate, he may continue on course as long as he does not interfere with the run of the following competitor or has not been passed by a competitor; a competitor who has been passed cannot continue and is classified as DNF.

5. Gate count as well as direction changes required [801.2.4]
   a. Minimum gate count is based on number of direction changes
   b. Direction changes / actual gate count must be noted on Technical Data portion of TC Minutes and Official Results. If course is set prior to race day, gate counts should also be noted on the Start List.
   c. What Slalom courses do not require a minimum gate count? [U1254]

6. Inspection of the course [603.7.4]
   a. Jury determines method
   b. Length of time [603.7.4]
   c. May not ski down course or through gates [614.3.2]

7. Practice slope [614.1.3]
8. Start interval [805.1]
9. Second run cutoff, if applicable [806.2]
10. Second run Start Order
    a. Reverse 30 is the standard bibbo
b. Decision to reduce to reverse 15 must be announced by the Jury 1 hour prior to start of first run [621.10.3]

D. Giant Slalom - GS [900]
1. Preparation of the course [902.2]
   Depending on the terrain, snow conditions and course set, the Jury may require that “yellow zones” be identified. If required, yellow flags must be in place for competitors’ course inspection.
2. Single gate Giant Slalom [904]
   a. Where must both outside gates and turning gates be installed?
   b. What is the definition of “gate line” for single gate slalom?
   c. What is the definition of “clear passage”?
   d. If a competitor misses a gate, are they allowed to hike?
   e. What is the second-run status of a DNS, DNF, and DSQ competitor?
      1) Non-scored events [U621.11.3.2]
      2) Scored events [U621.11.3.1]
3. A competitor may not continue on course after missing a gate in GS, SG or DH (fixed interval events). [614.2.2]
4. After coming to a complete stop (e.g. after a fall), a competitor may not continue through previous gates (hike) in GS, SG or DH (fixed interval events). [614.2.3]
5. Gate count as well as direction changes required [901.2.4]
   a. Minimum gate count is based on number of direction changes
   b. Direction changes / actual gate count must be noted on Technical Data portion of TC Minutes and Official Results. If course is set prior to race day, gate counts should also be noted on the Start List.
   c. When are a minimum number of gates not required for a Giant Slalom course? [U1255]
6. Course Setting. The course setter setting a course for youth should take particular consideration of the physical ability of the competitors. [903.1.4]
7. Methods of course inspection
   a. Slowly skiing down alongside the course
   b. Slipping down side of course and in/out of gate
   c. Should not ski through a gate or ski parallel to course in racing fashion
8. Start intervals: Minimum interval 30 seconds [622.2.3]
9. Second run Start Order
   a. Reverse 30 is the standard bibbo
   b. Announcement must be made by Jury 1 hour prior to start of first run to reduce bibbo to 15 [621.10.3]

E. Super G - SG [1000]
1. Preparation of the course [1002.2]
2. Jumps [1003.1.3]
3. When should the course be set? [603.7.4]
4. Length of course
   a. Length must be measured -with measuring tape, wheel or GPS [1001.2]
   b. Length must be noted in Technical Data portion of TC Minutes for race day, Start Lists and Official Results
c. Length is used to calculate racers’ speed

5. Gate count as well as direction changes required
   a. Minimum gate count is based on number of direction changes [1001.3.4]
   b. Direction changes / actual gate count must be noted on Technical Data portion of TC Minutes, Start Lists and Official Results.

6. Inspection of the course [614.3.2]
   a. Course closed on day of race, if no inspections
   b. Method of inspection?

7. Start intervals: Minimum interval 40 seconds [622.2.3]

8. For youth competition (U14, U16), USSA states the schedule will include one training run without posted times. The training is an integral part of the competition and all entrants are required to participate according to the decisions of the Jury. [U1256.4]

9. Yellow Flag zones apply to SG as well as DH. Depending on terrain, Jury may require Yellow Flag zone for GS.

F. Alpine Combined – AC [1100]
   1. Alpine Combined event consists of two runs: a Downhill or Super G run, and a single run of Slalom; results are calculated on combined times of both runs.
   2. The speed events must be held on courses specifically approved for DH or SG respectively.
   3. The Slalom may be held on the same courses; Slalom homologation is not required.
   4. If possible, both runs should be held on one day; exceptions can only be decided by the Jury.
   5. If the Slalom run takes place before the DH or SG, competitors who DNS, DNF or DSQ will start in DH or SG with original bib after the last competitor who qualified in the SL run.

G. Youth Kombi – K [U1259]
   1. Youth Kombi consists of a mixture of standard turns and gates and meets developmental needs for this age group. There is no minimum or maximum number of turns required.
   2. There are two forms of Kombi:
      a. SL / GS – Technical format must be held on courses homologated for Giant Slalom. Except as specifically modified, the rules for SL also apply to non-scored SL/GS Kombi for U16 and younger.
      b. GS / SG – Speed format must be held on courses homologated for Super G. Except as specifically modified, the rules for GS (900) also apply to non-scored GS/SG Kombi for U16 and younger.
      c. Athletes must use the helmet that meets the standards for the faster of the two events being contested.
   3. The Jury should determine the number of runs by the first Team Captains’ Meeting.
   4. Course setting, equipment recommendations, etc. are in place.
   5. ACR SL and GS rules apply except as modified in U1259

H. Dual & Parallel [U1226; U1230; FIS ICR]
   1. Duals can be staged using either Giant Slalom (GS) or Slalom (SL) format. Two or more competitors race simultaneously side by side down two or more courses. Winners of each
run do not advance into “brackets” or elimination-type finals. Overall winner is decided either by fastest time on course (1-run format) or fastest combined time (2-run format).

2. **Parallels** can be staged using either Giant Slalom (GS) or Slalom (SL). Two or more competitors race simultaneously side by side down two or more courses with the winners advancing into “brackets” and elimination-type finals.

I. **Additional Course Setting Specifications for Youth Competitions**

1. Slalom, Giant Slalom and Super G events with multiple age groups: Courses must be set only 1 class above the youngest class competing in the event. *U8 age class—although recognized by USSA—as well as younger age classes, are designations used only for the purpose of awards. Events with U8, U10, U12, U14 competitors must recognize U10 as the youngest class competing in the event, and, must follow U12 course setting specifications.*

2. Downhill events with multiple age groups: Courses must be set according to course setting specifications for the youngest class competing.

VII. **FORERUNNERS** [605]

A. Organizer is obliged to provide minimum of three [605.1]

1. Downhill: Should participate in all training runs

2. When forerunners are appointed, they become members of the Organizing Committee

3. Number can be increased

4. USSA event: Forerunners must hold current USSA membership; e.g. Competitor, Master, Youth, USSA General or Short-Term Member.

5. FIS event: Forerunners must hold current USSA membership and FIS inscription or membership in a foreign federation recognized by FIS. In cases of *force majeure*, where a sufficient number of FIS-inscribed forerunners are not available, an eligible USSA member may forerun after signing a FIS Athlete’s Declaration. [605.1] Note: The FIS Athlete Declaration requires a parent or legal guardian’s signature for an athlete who is not of legal age.

6. COC Forerunners for DH/SG: 6-10 who should have FIS Points [COC Book of Duties for Organizers]

7. Forerunners are not allowed to start in the competition [605.4] *If both genders are competing, Ladies’ competitors should not be used to forerun Men’s event and Men’s competitors should not be used to forerun Ladies’ events.*

B. Must wear Forerunners’ start numbers (bibs) [605.2]

C. Able to ski course in racing manner [605.3]

D. May not forerun if? [605.4]

E. Jury determines Forerunners and start order [605.5, 601.4.6.1]

F. Are Forerunner times published or announced? [605.6]

G. Upon request, should Forerunners report to the Jury/Jury Advisor? [605.7, 601.4.6.1]

H. Names and nation of Forerunners should appear where? [617.3.4]
I. Are Forerunners members of the Organizing Committee? [605.1]

VIII. AT THE START OF THE RACE
A. Verify that Referee and Chief Gate Judge have coordinated collection of Gate Judge Cards, and that the Gate Judges have been informed of the collection plan. Verify where and when you are to meet the Referee and review the cards. *It may be more time efficient for more than one person to pick up Gate Judge Cards.*

B. Verify that the Chief of Course, Chief of Timing and Calculations, Chief Gate Judge, and Ski Patrol (medical staff) are in place and prepared to start.

C. Forerunners start prior to scheduled race start.

D. Snow Seed starts prior to start #1 but at scheduled race start.

E. Be ready to start on time.

IX. THE RACE
A. Chief of Race SHOULD BE PRESENT during the Jury’s course inspection.

B. Chief of Race SHOULD BE ON THE RACE HILL during the race and positioned according to Technical Delegate's request.

C. At end of first run coordinate and verify:
   1. Course maintenance crew and equipment ready to go?
   2. Course Setter and equipment ready to reset for second run (GS/SL)?
   3. When was the Report by the Referee posted?
   4. If an announcer is present and is announcing competitors’ *unofficial* times, is it permissible to announce DSQ information and not post the Report by the Referee? What requirement must be met? [617.2.2]
   5. Will there be a Jury meeting?
   6. What else needs your attention?
   7. Have timing requirements been met? [611.2.1]
   8. Will all officials be ready?
   9. Where will copies of the Second Run Start List be available?
  10. Does the schedule need to be adjusted for the second run?
  11. For scored non-FIS events, what is the anticipated number of first-run DNF and DSQ competitors who will be starting the second run?

X. MISCELLANEOUS POINTS OF DISCUSSION
A. Events Where Point Improvements Exceed Expectations: The goal of the USSA scoring system is to ensure fair and accurate events so earned results represent an athlete’s ability. An accurate scoring system is critical for athlete ranking, evaluation and selection purposes.

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

1. Average improvement between seed points and points achieved in the race
2. Average percent of point improvement
3. Percent of the field that scored a point improvement

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

**B. Scored Events: 2^nd Run Starts for 1^st Run DNF and DSQ Competitors**

1. Appropriateness depends on, but is not limited to: field size, snow conditions, visibility
2. Coaches’ discretion advised
3. 1^st Run DNF and DSQ competitors start at the end of the field in their original start order and must appear on the 2^nd Run Start List

**C. USSA Concussion Policy:**

1. Any USSA athlete – this includes those with the new Short Term Youth, Short Term Competitor or General memberships – suspected of having sustained a concussion must be removed immediately from participation in USSA sporting events (e.g. sanctioned training, practice, camps, competitions or tryouts), by the Technical Delegate or USSA member coach overseeing such sporting events. The athlete will be prohibited from further participation until evaluated and cleared in writing to resume participation in USSA sporting events by a qualified health care provider trained in the evaluation and management of concussive head injuries. The health care professional must certify to USSA in the clearance letter that he/she has successfully completed a continuing education course in the evaluation and management of concussive head injuries within three years of the day on which the written statement is made.
   
   a. Upon removal of an athlete from participation for a suspected concussion, the USSA TD or member coach making the removal must inform USSA Competition Services. Athletes who have subsequently been medically cleared to resume participation must provide such medical clearance (as described above) to USSA Competition Services in order to be permitted to participate in USSA sporting events. *(A “Head Injury Evaluation/Parent Letter” is available in the “Master Packet of Forms”.*

   b. If necessary, properly executed medical clearance can be presented to and accepted by an onsite Jury.

   c. For competitors under the age of 18, the “Concussion Medical Evaluation Form” requesting to resume training/competition must be signed by the parent or legal guardian, *not* a coach.

   d. For all athletes competing in a FIS event, refer to current edition of the “USSA Concussion Policy” and the “FIS Medical Guide containing Medical Rules and Guidelines”.

   e. The USSA Concussion Policy requirements must be followed. However many states have also enacted head injury laws that may include additional requirements/restrictions. Please review the law for your state and, if required, contact USSA for direction. Additionally, if working in another state, you may wish to discuss with the Head Coach or Chief of Race, how the local club usually
handles head injuries. This is a developing area of responsibility and it is important to be aware that USSA may provide further guidance in the future.

f. Additional USSA Concussion Policy information is available at: http://ussa.org/global/concussion-information

D. USSA Exceptional Athlete Ski Up Agreement*: At all USSA events, including training, an athlete who is not “age-eligible” for the vertical drop of the actual course set on the piste may never participate in competition or training as a competitor or forerunner. The USSA Ski Up Agreement allows exceptional athletes to ski-up one class and authorizes the athlete to compete in the next older age group, but only in the events in which they are normally eligible and only in the specific competitions authorized by the appropriate Regional staff member (September 2001 ASC executive, as amended). Ski-Up Agreements must be processed by the Regional Office, approved by the USSA National Development Director, cannot be applied for onsite, and are not accepted by all USSA Regions/Divisions/States. A copy of the approved Ski-Up Agreement must accompany the entry. FIS does not recognize requests to ski-up in class.

*Age class must be manually edited in the race database for competitors who are skiing up in class.

E. What are the pace skiers’ responsibilities? What problems will be encountered if the pace skiers do not “actually compete”?

F. What are the rules regarding provisional starts/provisional reruns?
   1. What would make a provisional rerun invalid?
   2. In an event where hiking is allowed, should having to hike prior to requesting a provisional rerun have any effect on the Jury’s acceptance of the provisional rerun?
   3. Where should a competitor who has been allowed a provisional start/provisional rerun be inserted in the starting order?
   4. Is your Start Referee aware of protocols?
   5. What are the potential ramifications if the “provisional” status of a provisional start or rerun is not stated?

G. Equipment regulations
   1. FIS Equipment
      a. Stack Height
      b. Ski Boot Height
      c. Ski Length and Radius
      d. Suit Plomb (COC and WC)
      e. Helmets - required for ALL competitors and forerunners for ALL events
         1) Soft ear only allowed in Slalom
         2) Protective features integral to the event being contested, such as chin guards on Slalom helmets are permitted
         3) Protective equipment such as back braces or knee braces must be worn under competition suits. If a knee brace must be worn over a suit, it must be covered; e.g. with a piece of an old suit.
         4) Helmets with spoilers that stick out are not permitted
         5) Competitors and forerunners at all FIS alpine events are prohibited from using helmet cameras; camera mounts are also prohibited. This prohibition does not apply to properly credentialed FIS media, e.g. POV runners.
2. **USSA Equipment:** Helmet-mounted cameras are not allowed at USSA events. **Refer to #17. Guidelines Equipment Control/Protest - USSA non-FIS Events** and current Alpine Competition Guide for USSA equipment procedures and rules. **Competitors are allowed to personalize their helmets with “bling”, etc.; helmet mounts may be present.**

3. Athletes U14 and older must use helmets that meet the new FIS standards for all USSA Giant Slalom, Super G and Downhill. U14 and older competitors whose helmets are not in compliance will not be permitted to start.

H. **Gate Panels for Giant Slalom and Super G:** Gate panels which conform to the FIS Specifications must be used for all scored Giant Slalom and Super G. A list of homologated panels is published on the FIS Website. ICR arts. 901.2.2 and 1001.3.2 remain valid. *(690)*

I. **Protest Rules:**
   - ICR 640.1 A Jury may only accept a protest if it is based upon physical evidence. USSA has supplemented this with: “or eyewitness testimony” [U640.1].
   - 640.2 A Jury is only permitted to re-evaluate its previous decisions where new evidence exists that relates to the original Jury decision.
   - 640.3 All Jury decisions are final except those that may be protested under 641 or appealable under 647.1.1
   - 641.6 Against instructions of the Jury.
   - 223.3.3 Disqualification normally only results if the competitor’s actions were advantageous to him/her unless otherwise specified by the rules; e.g. an early or late start. *(613.7)*

J. **Instructions at Team Captains Meeting:** What type of information would be helpful for the Team Captains, competitors and officials?

K. **“Start Stop” And Its Procedures [705.5] Information regarding “start stop” commands is found in the yellow flag section of DH rules; yellow zones may also be found on SG courses. “Start stop” commands are applicable at all levels of competition.**

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

1. The command “Start Stop!” is called via radio by a Jury member, Eyes of the Jury (a coach positioned at a yellow flag zone) or Jury Advisor when it is necessary to control the departure of the next racer – usually because the preceding racer has fallen and the racer or racer’s equipment is blocking the course. When this command is issued, the Start Referee must immediately close the start.

2. The command “Start Stop, Yellow Flag Stop!” is called via radio by the Jury member, Eyes of the Jury or Jury Advisor who called the “Start Stop” when it is necessary to control the departure of the next racer and also to “Yellow Flag” (stop) a racer who is already on course – again, because the preceding racer has fallen and the course may be blocked. When this command is issued, the Start Referee must immediately close the start.

3. The Start Referee must immediately, and in a concise manner, respond via radio:
   a. That the start is closed, and
   b. Must state the start number of the last competitor to have started as well as
   c. The start number of the competitor held at the start.

**Example:** “start stop confirmed, number 23 on course, number 24 at the start”. (Additional verbiage is discouraged because the Jury channel must be kept clear.)

4. When “Start Stop” or “Start Stop/Yellow Flag Stop” is called, Ski Patrol assigned to the event and in radio contact with the Jury, is on alert medical assistance may be required.
5. If the Jury/Eyes of the Jury/Jury Advisor call for medical assistance:
   a. Ski Patrol assigned to the event first verifies that the course is clear, e.g.: no racer is on course!
   b. Once Ski Patrol assigned to the event has verified that it has a clear course, it responds to the call for medical assistance.
   c. SKI PATROL ASSIGNED TO THE EVENT - NOT COACHES / TRAINERS / OFFICIALS / PARENTS / OTHER COMPETITORS - ARE THE FIRST RESPONDERS!

6. The individual (Jury member, eyes of the Jury or Jury Advisor) who called the “Start Stop” or “Start Stop, Yellow Flag Stop” is responsible for releasing the course hold.

7. The course is reopened at the direction of the Jury: either from top to bottom, bottom to top or from the position where the incident requiring the “Start Stop” occurred.

8. Technical Delegate is responsible for confirming that all Jury members, Eyes of the Jury and Jury Advisors have reviewed and are aware of “Start Stop” and “Start Stop/Yellow Flag Stop” procedures.

**RADIO COMMUNICATION PROTOCOL**

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

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

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

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

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

**Start Stop - Yellow Flag**

- Yellow Flag Jury Member – “Start Stop, Start Stop, Yellow Flag!”
- Start Referee – “Start is stopped. Racer 56 on course, holding 57. Yellow flag 56!”
- Yellow Flag Jury Member – “Yellow flag out, 56 is stopped and will return for a rerun.”
  - If medical is required – “Medical required at (location).”
  - Start Referee – “Medical notified; in route to (location).”
  - Yellow Flag Jury Member – (After athlete is transported and repairs are complete) “Athlete being transported. Repair is complete. (Location) is clear. Resume start.”
  - Start Referee – “Confirm (location) is clear. Finish (or nearest exit location) please notify when medical exits the course.”
  - Finish Referee (or nearest exit location) – “Medical is clear.”
- Start Referee – “Confirm course is clear. Please clear from the finish up. Timing?” (Each Jury member or Jury Advisor clears their section moving up the hill).
- Start Referee – “Start is clear, resuming with racer 57 on next interval.”
Note: At some resorts a “Course Clear” is controlled by the Chief of Race or Start Referee. This often depends on the level of experience these officials may or may not have. A long course hold generally requires a clear from the bottom up; a short one (gate/panel repair) may clear from the “start stop” position.

L. Other Necessary and Planned Interruptions
   1. Course Maintenance
      Most course maintenance issues do not require a start/stop. An exception is if a broken gate or other materials pose an inherent safety risk to competitors on the course. Otherwise experienced race crew members can operate within the start interval.

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

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

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

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

M. What are Organizing Committee’s responsibilities regarding timing? (Refer to #42. Timing Checklist)

N. What are the Organizing Committee’s responsibilities regarding USSA’s Technical Delegate’s out-of-pocket expenses and daily allowance? (Refer to #47. USSA Officials’ Expense Report Form)

   602.5 lists allowable expenses for FIS TD’s, however, North American (USA and CAN) FIS Technical Delegates officiating at USSA/CAN FIS events are entitled to reimbursement of “reasonable” expenses per an agreement with FIS. In addition to reimbursement of expenses, they are also entitled to daily allowance; the daily allowance for USA/CAN FIS TD’s is at a higher rate than that allowed for TD’s from other federations and TD’s at USSA non-FIS events.

   NOTE: FIS TD’s officiating at USSA non-FIS events are only allowed to charge/collect daily allowance at the rate allowed USSA TD’s.

O. What is the Organizing Committee’s responsibility regarding Gate Judges? (Refer to #61.-62. Gate Judge Card (Fault Only), #63. & 64. Gate Judge Card (Fault/No Fault) In addition to
these documents, the OC should supply clip boards, pencils and plastic covering to protect the clip boards/documents in case of inclement weather. Procedures for accurate completion of the applicable Gate Judge card must be reviewed. (Time should be allotted for viewing the updated USSA Gate Judge Presentation.)

P. What procedure should be followed if the race result software needs review? (Refer to #69. Programming Change Request Form) If a bug, change or enhancement of USSA-approved race result software requires attention by USSA, completed form should be emailed to compservices@ussa.org. Notification of bugs, changes or enhancement requests for other software vendors must be submitted to appropriate vendor.

Q. Two Races/Same Day/Same Field. A maximum of two DH or SG races or one GS or SL race, per gender, may be calendared per day by an organizer. In cases of force majeure where more are conducted in one day and in one place, then the official Program must show inspection times, start times, course reset/redress times and start intervals for both races. [U202.2 – U202.2.2]

Jury Minutes relating to delays, postponements, terminations or cancellations:
1. If a run (training or part of race) is rescheduled for a later time slot on the same day, it is delayed.
2. If it is rescheduled for a different day, it is postponed.
3. When a run (training or part of a race) is started but cannot be finished, it is terminated. This terminology is used even if only one Forerunner starts.
4. When Jury Minutes Without Protest document that a run (training or part of a race) is canceled, there is no possibility of it being staged at a later date. When an event is canceled, the USSA race code/FIS codex number is vacated and the event liability insurance is no longer valid.

R. Other Comments Regarding Jury Minutes:
1. Using “MUST” means an action is mandatory.
2. Using “SHOULD” means an action is strongly recommended.
3. Using “MAY” means an action is optional.
4. Using “SAFE” means “free from danger” and MUST NOT be used.
5. “ASSURE, INSURE or ENSURE” are not acceptable terms.
6. Should you use “will” or “shall”?
   a. “Will” implies volition or intention
   b. “Shall” implies necessity or mandatory nature of an action and can stray into the neighborhood of Must!
7. Jury Minutes should only be written for actual decisions. Do not write Minutes similar to: “1st Run completed, no issues, no DSQ’s.” or “Competitor sanctioned and indicated an Appeal will be filed.”
8. Decisions regarding sanctions should be prepared on separate forms.
9. With the exception of OWG and WSC, the Start and Finish Referee are not voting members of the Jury; their names must not be included as such on the form. If their presence and testimony is required at a Jury Meeting, it must be noted under section “Others present at the meeting.”
10. For all events, Jury Minutes must be generated indicating Jury’s review and acceptance of Event Medical Plan.
11. Jury Minutes related to course setting and placement of on-hill competitor security measures MUST include wording similar to: “Course and competitor on-hill security inspected by the Jury, found to meet USSA (or FIS) requirements and with the approval of the Connection Coach (if assigned) and Team Captains, accepted as set.” (This type of Jury Minutes is required for all events, including Downhill Training runs.)

S. Who has authority to interrupt the race in an emergency? [601.4.6.2, 624]

T. Who may grant a provisional rerun? [601.4.6.2] Are there prerequisites and conditions? [623]

U. Who can be nominated as a Course Setter? [216.3, 603.1.1] According to current rules, the only requirement for a Course Setter is an individual that has been accredited by the organizer according to quota. USSA requires that USSA Course Setters be current members of USSA; they must also be certified Referees for all USSA-sanctioned events – both scored and non-scored.

V. Preparation of a Second Run Start List with a tie at the reversal point – 30th/15th – in time after the first run. (Refer to How to Prepare a Second Run Start List – due to space constraints, reverse 15 is illustrated.)

W. “Golden Rule” and a Bibbo: For a Flip 30 second run, the special group starts in the 31st position or in the position immediately following the first run leader when the flip is other than 30 unless their first run time allows more favorable seeding. [U621.11.3.3, “Adaptive Competition Rules” end of Chapter 8, current Alpine Competition Guide.]

X. Can competitor display skis during awards ceremony? [206.6, 206.7, 628.12]

Y. The Chief of Race's responsibility is to find the staff required to run the race. However, the "chief" of the particular crew assigns the persons to the best position.

XI. CREDIT FOR ADVANCEMENT – AO CERTIFICATION GUIDELINES

As with the Assistant Referee, individuals may, after attending a specialty area Clinic, serve in a training capacity in the specialty area with the understanding that although their training position may require participation with the Jury, they are not members of the Organizing Committee, have neither voice nor vote in any Jury meetings and their names will not appear on any of the official race documentation. An individual who is serving in a training capacity is responsible for documenting all training days and submitting this information to the respective Alpine Officials’ Chairperson.
UNITED STATES SKI AND SNOWBOARD ASSOCIATION
PERSONNEL AT THE RACE - ALPINE

STARTER
ASSISTANT STARTER
START REFEREE

START TIMER/RECORDER

* TECHNICAL DELEGATE
* CHIEF OF RACE
* REFEREE
**ASSISTANT REFEREE
   JURY SECRETARY (optional)

CHIEF OF COURSE
COURSE SETTERS
COURSE MAINTENANCE
COURSE EQUIPMENT

CHIEF COURSE JUDGE
GATE JUDGES (depends on event)

FINISH SPOTTER

FINISH REFEREE
FINISH TIMER
FINISH RECORDER

CHIEF TIMING/CALCULATIONS
ELECTRONIC TIME OPERATOR
ELECTRONIC TIME RECORDER
BACK-UP TIME OPERATOR
SCOREPAD RECORDER
COMPUTER OPERATOR
SCOREBOARD POSTERS
BIB COLLECTORS

RUNNERS
ADDITIONAL PERSONNEL ON THE HILL -
STEWARDS      MEDICAL
PRESS         FOOD SERVICE
AWARDS CEREMONY  PROFESSIONAL TIMING CREW
SECURITY      SKI PATROL

* VOTING JURY MEMBER
**VOTING JURY MEMBER SPEED EVENTS ONLY

RACE ADMINISTRATOR
COPY CREWS
Assistant Referee - (Downhill and Super G only) works closely with the Technical Delegate and the Referee on technical matters within closed the competition area. [601.4]

Assistant Starter - calls the competitors to the start in the correct order. [612.2]

Assistant (Manual/Hand) Timekeepers - separate and independent of electronic timing at start and finish is required. Art. 611.2.2 - Two individuals operate manual timekeeping equipment; one maintains complete record with registered times of all competitors. [612.5]

Chief Gate Judge - organizes/supervises work of Gate Judges; designates gates to supervise; places them in position. At end 1st run/end of race, will collect control cards for delivery to Referee. Should distribute to each Gate Judge material needed; be prepared to offer assistance either to help keep spectators off the course, or to help maintain the course, etc. Should make sure that the numbering and the marking of the gates are done within the required time. [601.3.5]

Chief of Calculation - responsible for quick and accurate calculation of results; supervises immediate duplication of unofficial results/publication of official results after expiration of protest time, or after any protests. [612.7]

Chief of Course - responsible for preparation of courses in accordance with decisions of race committee and Jury. He should be familiar with local snow conditions on terrain concerned. [601.3.2] Chief of Course must have access to all necessary equipment and should lead the course crew and be responsible for dispatch of the course crew during the event.

Chief of Course Equipment - responsible for provision of all equipment/any tools for preparation/maintenance of courses, conduct of race, diffusion of information when these duties have not specifically been assigned to another official. [601.3.9.2]

Chief of Medical and Rescue Services - responsible for organizing adequate first aid, medical coverage during official training periods/actual competition. Should verify that telephone or radio communication is available over entire length of course and coordinate plans with CR before start of official training. Race doctor should meet with team doctor to coordinate plans. He should be in telephone or radio communication with his assistants. [601.3.8]

Chief of Race/technical director - directs/controls work of all officials, summons meetings of race committee for consideration of technical questions and acts as chairman of team captains' meetings after consultation with TD. [601.3.1]

Chief of Timing and Calculation - responsible for coordination of officials at start and finish, including timing and calculations. In agreement with Jury, decides interval between starts in slalom. [805.1] Following officials under his directions: Starter, assistant starter, start recorder, chief timekeeper, assistant timekeepers, finish controller, chief of calculation/assistants [601.3.6]

Chief Steward - is responsible for keeping spectators off the course. [601.3.9.1]

Chief Timekeeper - is responsible for accuracy of timing; synchronizes watches with starter as shortly before and after race as is possible; should publish unofficial times as quickly as possible (on scoreboard, etc.); if electronic timing fails, should communicate immediately with start referee and the TD. [612.4]

Course Setter - with proof of appropriate experience, is nominated at team captains' meeting. If setting a DH, should be acquainted with peculiarities of particular racecourse. The Course Setter must consider the terrain, the snow cover and the caliber of the competitors. Sets the racecourse under supervision of the Jury; the Jury is responsible for the course. [603]

Finish Controller - supervises section between last gate and finish [612.6] supervises proper crossing of finish line according to art. [611.3.1] Records order of finishing of all racers who complete course. [612.6]

Finish Referee - must remain at Finish from beginning of official inspection time until the end of the training/race; makes sure rules for organization of finish and in-run and out-run of finish are observed; supervises finish controller, timing/crowd control; must be able to communicate immediately with the Jury at all times; reports to Referee names of DNF competitors and informs Jury of all rule infringements; mark Finish with coloring substance [601.3.4, 615.2]
**Gate Judges** - responsible for supervision of one or more gates; should observe accurately; whether passage of competitor was correct through his area of observation; should also fulfill a number of other important functions described in detail under article [660]

**Jury Advisor** – A general category of Alpine Officials’ classification describing those individuals serving as Start Referee or Finish Referee. JA classification is used to record work history for those positions; they are in radio communication with the Jury.

**Race Secretary** - responsible for all secretarial work for technical aspects of competition/preparation of draw; should verify that official results contain information required by Art. [617.3.4]. Responsible for minutes of race committee, Jury/Team Captains' meetings; should verify all forms for start, finish, timing, calculation, and gate judging are well prepared, handed over to officials concerned; receives protests; should facilitate calculation of results by appropriate preparation and then verify they are duplicated/published as quickly as possible after completion of competition. [601.3.7]

**Referee** - draws start numbers; inspects course immediately after it is set, alone or accompanied by members of Jury; may change course; receives reports of Start/Finish Referees about rules infractions/gate faults at end of 1st run/end of race and posts immediately on Official Notice Board also at Finish a list of recommended sanctions; signs Report/Referee; works very closely with TD; in critical cases, directions of TD binding. [All sections of 601.4.6, 601.4.7, 601.4.10]

**Start Recorder** - responsible for recording actual start times. [612.3]

**Start Referee** - must remain at the Start from beginning of official inspection time until the end of the training/race; makes sure regulations for start and start organization are properly observed; determines late/false starts; must be able to immediately communicate with the Jury at all times; reports name of DNS competitors to Referee; informs Jury of all infringements against the rules such as false/or late start or other violations against the rules for equipment. The Start Referee must verify that reserve bibs are at the start. [613, 601.3.3]

**Starter** - should synchronize his watch with those of assistant starter, and by telephone or radio with chief timekeeper within ten minutes of start; is responsible for warning signal and start command as well as for accuracy of the intervals between these signals; assigns supervision of competitors to assistant starter. [612.1]

**Technical Delegate** - makes sure rules and directions of USSA/FIS are adhered to; sees that event runs faultlessly; advises organizers within scope of duties; is official representative of FIS; casting vote in case of tie; **TD decides on questions which are not covered or are insufficiently covered by the Alpine Competition Regulations (ACR) or the FIS Rules (ICR), in so far as these have not already been decided by the Jury and do not fall within the scope of other authorities.** [601, 602]

**Technical Advisor** - appointed by Committee for Alpine Skiing for all categories of races to support the Jury; has right to express opinion within Jury; has no vote. [601.4.11]
UNITED STATES SKI AND SNOWBOARD ASSOCIATION
CHIEF OF RACE - ALPINE
EARLY PLANNING

1. What runs are available?
2. Does the ski area have special requirements or issues, e.g. liability waiver, other events, etc.?
3. Are the runs homologated?
   a. If so, are the homologations valid?
      1) Downhill
      2) Super G
      3) Giant Slalom
      4) Slalom
   b. What can cause a homologation to be voided?
   c. What happens if you have exceptions or deviations?
   d. What if no homologation exists?
   e. What considerations could affect the use of a homologated course?
   f. What do the homologation numbers mean?
   g. What on-hill competitor security measures are available? If the Jury requires additional measures, what is the availability?
4. What lift facilities are available to the race? Can they be dedicated to ONLY the race and officials? Is this an important consideration for your race? Is it a requirement?
5. What snow conditions could be expected?
6. Is site easily reached by car? Bus? Plane?
7. Are there adequate housing and meal facilities available for racers/officials? Proximity to site?
8. Can the race hill be closed to recreational skiers? How many crossings would be needed?
9. Can courses be prepared by machine? Will area provide these services?
10. Is there good communication/co-operation between ski area and organizing committee (club)?
11. Will trained/certified officials, other personnel and forerunners be available?
12. What are the financial considerations? Sponsors?
13. Has an event medical plan been prepared that meets the requirements of the competition?
14. Is the necessary equipment available, e.g., poles panels, fencing, bibs, timing equipment, radios, etc.?
15. Has race result software been updated to currently approved format?
16. Do timing equipment, start gate and finish photocells meet specifications required by level of event?
17. Will the proposed race date fit into schedule?
18. Is there adequate time for planning
The following is an example of a completed online Schedule Agreement; club login is required.

### USSA Alpine Scheduling Agreement

<table>
<thead>
<tr>
<th>Alpine Meadows Ski Team (Club #5937818)</th>
<th>Fax# 435-940-2777</th>
</tr>
</thead>
<tbody>
<tr>
<td>USSA Fees: $160.00 - NOT PAID</td>
<td>Event Id 24995</td>
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### March Madness GS.SL (Alpine)

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<thead>
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<tbody>
<tr>
<td>Start Date: 03/14/2015</td>
</tr>
<tr>
<td>End Date: 03/15/2015</td>
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<tr>
<td>Event Contact: John Black</td>
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<td>Division: Far West</td>
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</table>


### Competitions

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<tr>
<th>Men's Slalom (SL)</th>
<th>Women's Slalom (SL)</th>
<th>Men's Giant Slalom (GS)</th>
<th>Women's Giant Slalom (GS)</th>
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<tr>
<td>Date: 03/14/2015</td>
<td>Date: 03/15/2015</td>
<td>Date: 03/15/2015</td>
<td>Date: 03/15/2015</td>
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<tr>
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<td>Lift Fee: $42.00</td>
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</table>

### Event Organizer Authorization

Organizer hereby acknowledges, accepts and agrees to the terms of the Schedule Agreement for USSA or FIS Sanctioned Event as follows in this document. Please review those terms carefully before signing.

Organizer Name (PRINT) | Title or Position
---|---
By (SIGNATURE) | Date

### Ski Area/Landowner Authorization

Ski Area/Landowner hereby confirms that it has an agreement with the Organizer for the conduct of the Event in accordance with the terms of the Schedule Agreement for USSA or FIS Sanctioned Event as follows in this document. Please review those terms carefully before signing.

Ski Area or Landowner Name (PRINT) | Title or Position
---|---
By (SIGNATURE) | Date

### USSA National Office Approval

USSA National Office executing calendaring of the proposed Event in accordance with the terms of this agreement.

By (SIGNATURE) | Date
UNITED STATES SKI AND SNOWBOARD ASSOCIATION
SCHEDULE AGREEMENT FOR USSA OR FIS SANCTIONED EVENT

This Schedule Agreement (hereinafter “Agreement”) is made and entered into by and between the United States Ski and Snowboard Association, (hereinafter “USSA”), in behalf of itself and/or as local representative of the International Ski Federation (hereinafter “FIS”), ski area/landowner, and the Alpine Meadows Ski Team (hereinafter “Organizer”) shown on the first page of this Agreement.

For and in consideration of the mutual covenants set forth herein, as well as other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Organizer agrees that it shall be bound by and shall conform to all current event requirements as established by USSA or FIS, as the case may be. Such regulations are incorporated herein by this reference.

2. "Event" shall mean the March Madness GS SL listed on the first page of this Agreement and such official training and other activities as may be specifically outlined by the rules and regulations in effect at the time of the Event. The terms of this Agreement shall apply only to the Event as described on the first page of this Agreement at the time of execution by USSA. A separate Agreement must be executed for any additional events or competitions.

3. Organizer shall be responsible for payment of all costs and expenses associated with the conduct of the Event listed on the first page of this Agreement, including calendar fees, head taxes, awards, as well as event official's fees and expenses as required by current USSA or FIS rules.

4. USSA agrees that the Event shall be known and listed as either an official USSA event or FIS event, and USSA agrees to place the Event on the appropriate Calendar and certify the results of such Event as official upon receipt of the specified fees from Organizer.

5. Notice of postponement, change, or cancellation, shall be made in writing, preferably on the official form and by fax or email, to the USSA national office. Concurrent notice shall be made to the regional/divisional/state offices of USSA and to the assigned technical delegate. In the case of cancelled events or competitions, Organizer shall remain responsible for all fees due USSA and/or FIS.

6. A duly constituted event jury shall be named and empowered by Organizer, USSA or FIS (where applicable). For USSA sanctioned Events, all jury members and judges must have a current USSA Officials membership. For FIS sanctioned Events, all jury members and judges must be current Officials members of USSA or of a national federation recognized by FIS. As appropriate to the discipline and type of Event, all referees, course-setters, judges, and chief of timing and calculations and other senior officials must be appropriately certified. USSA (and FIS where applicable) reserves the right to nominate referees, judges, and course-setters for the Event, according to policies and procedures of the USSA Board of Directors and FIS. Unless insufficient qualified individuals are available to perform such functions, the referee, assistant referee, and one-half of the course setters and/or judges shall be individuals who are not officers, directors, regular employees or members of Organizer itself or any of its parent entities or subsidiaries.

7. The portions of the facilities (trails, slopes, jumps, half-pipes, etc.) that are to be used in the actual event must conform with applicable USSA or FIS rules as applied by the technical delegate and event jury. Organizer shall be responsible for working with the ski area/landowner, USSA or FIS, and the event jury to select these facilities and ensure that they are prepared in conformity with applicable rules, and homologation or facility approval requirements according to discipline and type of event. USSA and FIS shall not be responsible for any costs incurred to achieve compliance.

8. Organizer agrees that entries for the Event shall be accepted only according to the respective USSA or FIS rules then in effect. Organizer agrees that entry of any foreign competitors shall be through the USSA national office only, unless such competitors have a current USSA membership and conform to all requirements for entry, including local, divisional, regional, state, and national qualifications.

9. The parties hereto understand and agree that USSA or FIS respectively, retain all commercial sponsorship rights and media exploitation rights arising in connection with the Event.

10. For events in which U.S. Ski or Snowboard Team participation is expected, a separate event agreement may be required by USSA in addition to this Agreement. For such events, failure of Organizer to execute such separate agreement if requested by USSA shall render this Agreement null and void.

11. Organizer shall either pay or waive admissions charges, entry fees, and any lift ticket fees for members, coaches and officials of the U.S. Ski or Snowboard Team and other FIS national ski or snowboard teams, in accordance with USSA and/or FIS policy.

12. Organizer shall process and submit proper results, as verified by the original signature of the technical delegate, and shall remit applicable USSA Head Taxes or other fees, according to USSA and FIS rules then in effect. Results shall not be certified by USSA or FIS until any outstanding financial obligations of Organizer to USSA and/or FIS have been satisfied in full.
13. For information on applicable insurance coverages for Organizers and ski area/landowners, please visit http://www.amerspec.com/ussa/summary.pdf. All coverage is contingent on the proper execution of this Agreement including all appropriate detail as to date, location, discipline, type of event, and class/es of participants.

14. Organizer agrees:

(a) to comply with any requirement of federal, state or local law, or any safety or eligibility regulation of USSA or FIS, in connection with the Event;

(b) to exclude from competing in the Event any person who lacks proof of either current USSA membership in good standing, current listing on the FIS points list, or has been properly entered by a recognized federation that is a member of the FIS;

(c) to exclude from the Event any person whom the Jury has not deemed qualified to forerun or compete;

(d) to exclude from physical presence within Event areas or courses, at all such times as any facet of the Event may be underway, any workers who are not USSA members, properly credentialed FIS officials, coaches and trainers, or regular employees or agents of Organizer or ski area/landowner acting within the scope of their employment, unless such workers have properly executed a “Competition Worker Registration” form.

Failure to abide by the provisions of this Agreement may void any insurance coverages provided by USSA or FIS.

15. Once witnessed by the signatures on the first page of this Agreement, the terms set forth herein may be altered only by such supplemental agreements and other supplemental materials incorporated therein as are witnessed by these same parties or their authorized agents in writing. This Agreement shall extend to and be binding upon the successors and assignees of the parties hereto. The Agreement shall supersede all prior agreements between the parties relating in any way to the subject matter hereof (except for any event agreements as described in paragraph 10 above). This Agreement may be executed in counterparts, and shall be construed in accordance with, and governed by the substantive laws of, the State of Utah, without reference to principles governing choice or conflicts of laws. In addition, all legal proceedings relating to the subject matter of this Agreement shall be maintained in state courts sitting in Summit County, Utah or federal district courts sitting in the District of Utah, Central Division and Organizer consents and agrees that jurisdiction and venue for such proceedings shall lie exclusively with such courts.

Version Date: October 2010
RACE ANNOUNCEMENT FORM
(SUGGESTED FORMAT)

At least six weeks prior to a race, the following information should be posted on the appropriate website and/or sent to the USSA Alpine Office, National Ski Associations and participating USSA Regions/Divisions/States/Clubs, as applicable to the level of the event.

Events Included

Race Name: ________________________________
Men: DH SG GS SL AC/K

Competition Level: USSA non-scored / USSA scored / FIS
Ladies: DH SG GS SL AC/K

Ski Area: ________________________________
Other: ________________________________

Membership Requirements: ________________________________

Dates: ________________________________
Classes: ________________________________

Entry Fee: ________________________________
Lift Fee: ________________________________

Entry Deadline: ________________________________
Entry Procedure: ________________________________

Chief of Race: ________________________________
email: ________________________________

Race Administrator: ________________________________
email: ________________________________

Phone: ________________________________
Fax: ________________________________

Headquarters (address/location): ________________________________

Hours Open: ________________________________
Phone: ________________________________

Technical Delegate: ________________________________

Housing Chair (if applicable): ________________________________
Phone: ________________________________

Mailing Address: ________________________________

Schedule of Events: Date Time Location

Team Captains’ Meetings ________________________________

Downhill Training – Men ________________________________

Downhill Training – Ladies ________________________________

Downhill – Men ________________________________

Downhill – Ladies ________________________________

Super G – Men ________________________________

Super G – Ladies ________________________________

Giant Slalom – Men ________________________________

Giant Slalom – Ladies ________________________________

Slalom – Men ________________________________

Slalom – Ladies ________________________________

Start List Preparation: Computer-Generated Draw: _____ Double Draw _____ N/A _____

Waxing Facilities ________________________________

Awards ________________________________

Miscellaneous ________________________________
RACE PERSONNEL ASSIGNMENT SHEET

Chairman/ Organizing Committee ____________  *Chief Gate Judge ________________
* Chief of Race ________________  Ass't Chief GJ ________________
   Assistant ________________  Gate Chief Judges needed # ________
* Chief of Course ________________  1. ___________________________
   Assistant #1 ________________  2. ___________________________
   Assistant #2 ________________  3. ___________________________
   Assistant #3 ________________  4. ___________________________
   Assistant #4 ________________  5. ___________________________
* Start Referee ________________  6. ___________________________
* Finish Referee ________________  7. ___________________________
* Race Administrator ________________  8. ___________________________
   Registration #1 ________________  9. ___________________________
   Registration #2 ________________  10. ___________________________
   Registration #3 ________________  11. ___________________________
   Registration #4 ________________  12. ___________________________
   Computer Person #1 ________________  13. ___________________________
   Computer Person #2 ________________  14. ___________________________
   Copy Person #1 ________________  15. ___________________________
   Copy Person #2 ________________  16. ___________________________
* Chief of Timing ________________  17. ___________________________
* Chief/Calculations ________________  18. ___________________________
   1. Timing ________________  19. ___________________________
   2. Timing ________________  20. ___________________________
   3. Timing ________________  21. ___________________________
   4. Timing ________________  22. ___________________________
   5. Timing ________________  23. ___________________________
   6. Timing ________________  24. ___________________________
   Posting Board #1 ________________  25. ___________________________
   Posting Board #2 ________________  26. ___________________________
   Runner #1 ________________  27. ___________________________
   Runner #2 ________________  28. ___________________________
   Runner #3 ________________  29. ___________________________
   Finish Controler ________________  30. ___________________________
Announcer ________________

* Forerunner #1 ________________
* Forerunner #2 ________________
* Forerunner #3 ________________
* Forerunner #4 ________________
* Forerunner #5 ________________
* Forerunner #6 ________________

* Assigned TD ________________
* Referee ________________
   (Athletes Representative; usually Team Captain)
* Ass't Referee ________________
   (Athletes Representative; speed events only)
Connection Coach (es) ________________

LARGER EVENTS MIGHT ALSO REQUIRE:

Chief of Manual/Hand Timekeeping
Chief of Medical Services
Chief of Ski Patrol
Chief Steward
Chief of Forerunners
Chief of Communications (Phone, Fax, Internet)
Press/Media Chief
Chairman of Awards
Food Chairman - On Hill
Food Chairman - Social Events
Chairman of Lodging/Transportation
VIP/ Sponsor Coordinator
## ADVANCE RACE INFORMATION FOR OFFICIALS

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

### Race Information

<table>
<thead>
<tr>
<th>Name of Competition:</th>
<th>Event(s): DH □ SG □ GS □ SL □ AC/K □ Gender: M □ F □</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Site of Race:</th>
<th>Run(s)</th>
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</table>

<table>
<thead>
<tr>
<th>Day(s) and Dates(s):</th>
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</thead>
</table>

| Category: SR □ U21 □ U19 □ U16 □ U14 □ U12 □ U10 □ U8 □ MASTER □ SCORED □ OTHER □ |

The Team Captains' Meeting is scheduled for: ____________________________

Location: ____________________________

Seeding of the race will take place: ____________________________

<table>
<thead>
<tr>
<th>Computer-Generated Draw</th>
<th>Double Draw</th>
<th>N/A</th>
</tr>
</thead>
</table>

Chief of Race: ____________________________  Phone: (H) ________

Address: ____________________________  Phone: (W) ________

Race Administrator: ____________________________  Phone: (H) ________

Address: ____________________________  Phone: (W) ________

Housing is reserved for you:

- Dates(s): ____________________________  Phone: ________________

- Motel/Hotel/Private Housing: ____________________________

Address: ____________________________

### Meal Arrangements:

1. Please secure meals and submit receipts  Yes □  No □

2. Your meals will be provided at: ____________________________

3. Meal tickets will be issued for meals at: ____________________________

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

**NOTE:** The race organizers will upon presentation of Expense Report, invoices, and receipts by the TD, before departure, pay the necessary expenses incurred for room, meals, mileage and Technical Delegate’s daily allowance according to current guidelines.
<table>
<thead>
<tr>
<th>Date:</th>
<th>Site:</th>
<th>State:</th>
<th>Event:</th>
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</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td>1. RUN</td>
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</tbody>
</table>

### Radios:

### Jury Inspection:

### Referee/Assistant Referee:

### Course Setter(s):

### Lift Open:

### Warm-up and Training Area:

### Inspection(one):

### Entry for Racers Closed:

### Photographers In Place:

### Entry for all Closed:

### Coaches in Place:

<table>
<thead>
<tr>
<th>No. of Forerunners: ( )</th>
<th>Start Time:</th>
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</table>

### Start Times:

### Start Interval:

### Preparation Breaks: As needed

### Yellow Zones/Flags:

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<th>Places</th>
<th>Back to Start</th>
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<tbody>
<tr>
<td>1st</td>
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<tr>
<td>2nd</td>
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<tr>
<td>3rd</td>
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</table>

### Slip Crews:

### Intermediate Times: --

### Awards Ceremony:

### Public Draw:

### Course Setter(s) Next Race:

### Next Team Captains’ Meeting:

### Miscellaneous:
**TEAM CAPTAINS' MEETING MINUTES**

<table>
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<tr>
<th>JURY / ADVISORS</th>
<th>Name-Surname</th>
<th>Nat</th>
<th>TECHNICAL DATA</th>
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</thead>
<tbody>
<tr>
<td>TD</td>
<td></td>
<td></td>
<td>Name of Course</td>
</tr>
<tr>
<td>Referee</td>
<td>Start</td>
<td>M</td>
<td></td>
</tr>
<tr>
<td>Assistant Referee (Speed Only)</td>
<td>Finish</td>
<td>M</td>
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</tr>
<tr>
<td>Chief of Race</td>
<td>Vertical Drop</td>
<td>M</td>
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<tr>
<td>Start Referee (NV Jury Advisor)</td>
<td>Homologation No.</td>
<td></td>
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<tr>
<td>Finish Referee (NV Jury Advisor)</td>
<td>Length</td>
<td>m</td>
<td>Factor F:</td>
</tr>
</tbody>
</table>

**Forerunners**

A -
B -
C -
D -

**Gates**

1. Number of Gates: |
| Turns: |
2. Number of Gates: |
| Turns: |

**Weather Forecast**

**Opening Times of Race Office**

**Miscellaneous**

**Timing**

Computer

**Signature of Race Secretary**
# Checklist for Teams Captains’ Meeting

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<th>ICR ART.</th>
<th>AGENDA</th>
<th>CONTROL</th>
<th>NOTES</th>
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<td>1</td>
<td>FIS Form</td>
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<tr>
<td>603.3.7</td>
<td>2. Approval of minutes of the last meeting</td>
<td>2</td>
<td>FIS Form</td>
</tr>
<tr>
<td>603.3.1</td>
<td>3. Technical Part</td>
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<tr>
<td>603.4</td>
<td>Appointment of Jury</td>
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<td>605</td>
<td>Appointment of Course Setters</td>
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<td>607</td>
<td>Ratification of Forerunners</td>
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<tr>
<td></td>
<td>Classification WC and COC</td>
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<td>603.4.9.1</td>
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<tr>
<td>215</td>
<td>Updating of entries</td>
<td></td>
<td>Quota (WC/COC/FIS)</td>
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<tr>
<td>704</td>
<td>1st training list (DH) and others</td>
<td></td>
<td>621.7</td>
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<tr>
<td>217/621</td>
<td>The Draw</td>
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<td>603.4.6/621.9</td>
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<tr>
<td>608.1</td>
<td>Wearing of start numbers</td>
<td></td>
<td></td>
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<tr>
<td>617.2.2</td>
<td>Rules for protests (15’)</td>
<td>4</td>
<td>640</td>
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<tr>
<td></td>
<td>Start list of 2nd run</td>
<td></td>
<td>621.10</td>
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<tr>
<td></td>
<td>Report of the day by the O.C.</td>
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<tr>
<td>206/207/222</td>
<td>Report by the Technical Delegate</td>
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<td>603.4.9</td>
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<tr>
<td></td>
<td>Report by the other members of the Jury</td>
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<tr>
<td>213/704/804</td>
<td>Review of the intended Programme (good or bad weather)</td>
<td></td>
<td>904/1004</td>
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<tr>
<td></td>
<td>- Weather forecast</td>
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<td></td>
<td>- Orientation of the courses in the area</td>
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<td></td>
<td>- Inspection of the course</td>
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<td>- Course preparation</td>
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<td></td>
<td>- Medical services</td>
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<td></td>
<td>- Training/Warm-up course</td>
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<td></td>
<td>Proposal of team captains</td>
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<td>Final programme-Confirmation</td>
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<td></td>
<td>- First run on lift</td>
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<td></td>
<td>- Jury meeting at Start or at Finish</td>
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<td>- Time and place of prize giving</td>
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<td></td>
<td>Distribution of radio equipment (Jury)</td>
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<td>219/220</td>
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<td>4. Administrative Part</td>
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<td>216/220</td>
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<tr>
<td></td>
<td>Accreding of teams, officials, press, radio, TV, etc.</td>
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<td>WC and COC regulations</td>
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<td></td>
<td>Lodging, meals, refreshments</td>
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<td></td>
<td>Issuing and returning of start numbers</td>
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<tr>
<td></td>
<td>Official statements/notice board</td>
<td></td>
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<tr>
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<td>Re-imbursements</td>
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<tr>
<td></td>
<td>Mailbox at the race office</td>
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<td></td>
<td>Clothing check</td>
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<td>702.4</td>
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<tr>
<td></td>
<td>Parking/lift facilities</td>
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<td></td>
<td>Opening hours of the race office</td>
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<td>Check on radio sets (PTT)</td>
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<td>Next meeting</td>
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<td>5. Miscellaneous</td>
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<tr>
<td>Category</td>
<td>COC</td>
<td>FIS</td>
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<tr>
<td>Radios</td>
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<td>Lift</td>
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<td>Warmup</td>
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<td>Jury</td>
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<td>Run</td>
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<td>Course</td>
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<td>Inspection</td>
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<tr>
<td>Entry for Racers</td>
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<tr>
<td>Coaches on Place</td>
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<tr>
<td>Number of Forerunners</td>
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<tr>
<td>Start Time Race No.</td>
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<tr>
<td>Prize Giving Ceremony</td>
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<td>Run</td>
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<td>Course</td>
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<td>Next Race</td>
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<tr>
<td>Next Team Captains' Meeting</td>
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</tbody>
</table>

**Fédération Internationale de Ski**

**International Ski Federation**

**Internationaler Ski Verband**
<table>
<thead>
<tr>
<th><strong>Team Captains' Meeting</strong></th>
<th><strong>Codex</strong></th>
<th><strong>Factor</strong></th>
<th><strong>F</strong></th>
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<tbody>
<tr>
<td><strong>Other Officials</strong></td>
<td><strong>Course Name</strong></td>
<td><strong>Nom de la piste</strong></td>
<td><strong>Name de la course</strong></td>
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<tr>
<td><strong>Chief of Course</strong></td>
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<tr>
<td><strong>Start Referee</strong></td>
<td><strong>Start</strong></td>
<td><strong>Départ</strong></td>
<td><strong>Start</strong></td>
</tr>
<tr>
<td><strong>Finish Referee</strong></td>
<td><strong>Finish</strong></td>
<td><strong>Arrivée</strong></td>
<td><strong>Ziel</strong></td>
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<tr>
<td><strong>Chief of T &amp; C</strong></td>
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<tr>
<td><strong>Race Administrator</strong></td>
<td><strong>Vertical Drop</strong></td>
<td><strong>Dénivelé</strong></td>
<td><strong>Höhenunterschied</strong></td>
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<tr>
<td><strong>Number of Turns/Gates</strong></td>
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<tr>
<td><strong>Number of Turns/Gates</strong></td>
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<tr>
<td><strong>Forerunners</strong></td>
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<td><strong>Weather Forecast</strong></td>
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<tr>
<td><strong>Miscellaneous</strong></td>
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**FÉDÉRATION INTERNATIONALE DE SKI**
**INTERNATIONAL SKI FEDERATION**
**INTERNATIONALER SKI VERBAND**
UNITED STATES SKI AND SNOWBOARD ASSOCIATION

TIMING CHECKLIST

Interconnects

1. Is there wire? Does it work? Are you sure?

Equipment


Setup

3. Do the timer tapes each report times to the maximum precision of the timing device according to the requirements for homologation?

Software

4. If timing software is used to calculate times, is it calculating net times using the precision of ToD as used in the timing device?

Hand Timing

5. Is hand timing that records to 1/100th (.01) precision available?

Quality

6. Is the timing crew aware that hand times, even if not used, should be within acceptable limits?

Start Gate

7. Does the Start Gate meet the following requirements?
   a. Separate contacts?
   b. One wand?
   c. Installed at proper height?
   d. Are identical Start Gate mechanism & Wand available for replacement?
   e. Is the placement marked on the Start Posts?
   f. Are the Start Posts solidly installed?

Finish Eyes

8. Do the Finish Photocells meet the following requirements?
   a. Are 2 sets available?
   b. Are 4 posts available for mounting photocells?
      (2 are acceptable; replacements must be available)
   c. Is the vertical separation between the beams no greater than 20cm?

Power On

9. Is the Power-On Time (this is the “warm-up” time, which is not the same as the Synchronization Time) done at least 30 minutes prior to synchronization in order to allow the quartz time bases to stabilize?

Synchronization

10. Have system A and System B been synchronized no more than one hour (60 minutes) prior to first racer start time for each run?

   11. Has the synchronization been performed from one single contact switch for all timing devices?

Systems

12. If System A fails, is the timing crew aware of the requirement to use System B times to calculate a replacement time (EET)? Are they aware that manual timekeeping is not used to calculate a replacement time (EET) unless both System A and System B fail?
USSA OFFICIALS' EXPENSE REPORT

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

EVENT NAME: __________________ LOCATION: __________________

DATE(S): _____________ EVENT CHAIRPERSON: _________________________________

OFFICIAL CAPACITY: ______________________

TRAVEL: Own Auto _____ miles at _____ *per mile: $________
Rental Car: $________
Airfare (Economy Class): $________

LODGING (Please indicate if private home): $________

MEALS (Other than those furnished by organizer): $________

TD DAILY ALLOWANCE: _____________ days @ $75.00/day $________

OTHER EXPENSES (Itemize and attach receipts): $________

TOTAL REIMBURSEMENT REQUESTED: $________

OFFICIAL’S NAME: ________________________________
ADDRESS: ___________________________________________________________
PHONE: __________________
FAX: __________________
EMAIL: ____________________________
SIGNATURE: ____________________________ Date: ____________

Please forward a copy of Technical Delegate’s expense to: USSA TDWG Chair (ussatd1@gmail.com)
INSTRUCTIONS FOR GATE JUDGES

Wear clothing appropriate for varying and unknown weather conditions.

1. Stand where you can see all your gates and can take prompt action to repair the course.

2. Record all faults (F):
   a. Mark all faults (F) and OKs immediately. If F, draw a diagram and indicate which gate was the source of the fault and mark the athlete’s bib # next to the diagram.
   b. Be prepared to explain all faults.
   c. Do not discuss the fault with anyone except the Chief Gate Judge or Jury members.
   d. If you have reported an F, it is sometimes necessary to attend a jury meeting. Check with the Chief Gate Judge after the race.
   e. Do not report an F if you are in doubt. Give the racer the benefit of the doubt.

3. Record on card the circumstance of any interference to a racer’s run.

4. If a racer questions a Gate Judge or commits an error that might lead to disqualification, the Gate Judge MUST communicate with the racer by saying “GO” or “BACK”.

5. Avoid conversations and other distractions. Concentrate on your job.

6. Avoid interference of any kind with a racer.

7. Maintain the course in equal condition for all racers, if possible.
   a. Replace broken poles in exact position and keep vertical.
   b. Put flags back in place.
   c. Maintain and repair course.
   d. Keep spectators, photographers and other competitors clear of course.

8. Remain in place until notified that race is over.

REASONS TO DECLARE A FAULT

1. Racer fails to pass on the proper side, or fails to cross a gate line with both ski tips and both feet.
2. Racer continues on course after coming to a complete stop. (exception: SL)
3. Racer fails to give way to an overtaking competitor at the first call.
4. Racer behaves in an unsportsmanlike manner.
5. Racer trains and/or inspects contrary to Jury instructions.
6. Racer trains on a course closed to competitors.
7. Racer accepts outside help in any form.

GATE PASSAGE LINES IN SINGLE POLE EVENTS

WATCH THE SKI TIPS AND THE FEET

At each gate BOTH SKI TIPS AND BOTH FEET must cross the imaginary line joining the bases of the inside poles. They may cross from any direction to any direction (forward, backward, left, right, in and out the same side, etc.) and at any distance above the snow.

As long as BOTH SKI TIPS AND BOTH FEET cross the imaginary line, the racer is OK, even though:

1. He knocks down one or all poles of a gate.
2. He slides through the gate on some part of his body other than his feet.
3. He enters and exits from the same side.
4. He enters gates from a direction that differs from other racers.
5. He passes through the gates out of their numerical order.
6. In SL, he hikes back up through a gate, or loops around a missed turning pole.
Where there is no outside pole, both feet and ski tips must have passed the turning pole on the same side, following the natural race line of the slalom. The natural race line is an imaginary line from the turning pole to turning pole, which the racer has to cross. If the racer has not correctly passed the natural race line, then he has to climb back up and pass around the missed turning pole.

Racer passed around the pole, crossing the natural line.

Both ski tips and both feet have not crossed the gate line. The gate line in Slalom is the imaginary shortest line between the turning pole and the outside pole.

Racer missed the red gate, hiked back up, crossed the natural line but did not pass around the pole.

Racer has made legal passage. Both ski tips & both feet have crossed the gate line (ICR 661.4.1)
Where there is an outside pole art 661.4.1 is valid.

Racer passed around the pole, crossing the natural line.

Course Setter D. Chayea
Referee P. Van Slyke
Version 1.3

References ICR 08/10 N.
Hemisphere Precisions, 2008
IC and USSA 2010 ACR
INSTRUCTIONS FOR THE GATE JUDGES
1. Upon arriving at your assigned gate(s) remove your skis and place them in a designated area.
2. Stand where you can best see all your gates while maintaining a position of maximum security. Most often you will be assisted in task 1 & 2 by your Section Chief, the Chief Gate Judge or the Technical Delegate.
3. Fill out the front of the card and then immediately draw a picture of your assigned gates. Draw the @ symbol to indicate your position. Mark all blue gates with a diamond ◊ symbol and all red gates with a circle ○ symbol.
4. Mark only faults (F) and note the racer’s bib number – not start number – in the corresponding box.
   a. Draw a detailed diagram of the fault on the pre-drawn gate picture.
   b. Be prepared to explain all faults.
   c. Do not discuss the fault with anyone except the Chief Gate Judge or Jury Members.
   d. If you are a witness to a fault be prepared to attend a jury meeting and do not leave the finish area until dismissed by the Chief Gate Judge. This rule applies even if the fault occurs at a gate that you are not assigned (i.e. witness).
   e. Do not record a fault if in doubt. Give the athlete the benefit of the doubt.
5. Record on the card the circumstances of any interference with a racer’s run.
6. If a racer questions a Gate Judge or commits an error that might lead to disqualification the Gate Judge must communicate with the racer by saying, “go” or “back.”
7. If necessary replace any gate poles and/or retie any gate flags until assistance from the Race Crew arrives.
8. Remain in place until your card is picked up by your Section Chief or the Chief Gate Judge.

* * * * * REMEMBER * * * * *
BOTH SKI TIPS AND BOTH BOOTS MUST CROSS THE IMAGINARY LINE JOINING THE BASE OF THE POLES.

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   e. Do not record a fault if in doubt. Give the athlete the benefit of the doubt.
5. Record on the card the circumstances of any interference with a racer’s run.
6. If a racer questions a Gate Judge or commits an error that might lead to disqualification the Gate Judge must communicate with the racer by saying, “go” or “back.”
7. If necessary replace any gate poles and/or retie any gate flags until assistance from the Race Crew arrives.
8. Remain in place until your card is picked up by your Section Chief or the Chief Gate Judge.

* * * * * REMEMBER * * * * *
BOTH SKI TIPS AND BOTH BOOTS MUST CROSS THE IMAGINARY LINE JOINING THE BASE OF THE POLES.
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<tr>
<th>Bib Number</th>
<th>Gate Number</th>
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**DIAGRAM**

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- Blue  - Red  - Your Location

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**Gate Judge Diagram Card**

- **Symbols:**
  - ♦ = Blue Flag
  - ○ = Red Flag
  - @ = Gatekeeper’s position

- **Sample drawing of your gate(s):**

```
Racer(s) #5, 11, 18
MISSED GATE #8

Racer(s) #23
MISSED GATE #9
```

```
Racer(s) #25
STRADDLED GATE #7
```

- **For every fault make a diagram.**

---

**United States Ski and Snowboard Association**

**Gate Judges Card**

- **No Faults**
- **Faults**

**Men**

**Women**

**Run #**

**Gate(s) #** 7, 8, 9

**DH**

**SL X**

**GS**

**SG**

**AC/K**

**Date** 2-1-14

**Gate Judge (print full name):**

G. Gatejudge

**Alternate *:**

**Cell:** ( )

**For every racer who reaches your gates note the Bib # and mark the proper column.**

- ✓ = Legally passed
- F = Fault

<table>
<thead>
<tr>
<th>Bib No.</th>
<th>OK</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>✓</td>
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<tr>
<td>2</td>
<td>✓</td>
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<tr>
<td>3</td>
<td>✓</td>
<td>F</td>
</tr>
<tr>
<td>4</td>
<td>✓</td>
<td>F</td>
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<tr>
<td>5</td>
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<td>6</td>
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<tr>
<td>20</td>
<td>✓</td>
<td></td>
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</tbody>
</table>

*Mark Alternate at first racer

14-15
**GATE JUDGE DIAGRAM CARD**

<table>
<thead>
<tr>
<th>🔴 = Blue Flag</th>
<th>🔴 = Red Flag</th>
<th>🎯 = Gatekeeper's position</th>
</tr>
</thead>
</table>

Sample drawing of your gate(s)  
Racer(s) #

---

**UNITED STATES SKI AND SNOWBOARD ASSOCIATION**

**GATE JUDGES CARD**

**NO FAULTS □**  
**FAULTS □**

- **Men □**  
- **Women □**  
- **Run #**  
- **Gate(s) #**

- **DH □**  
- **SL □**  
- **GS □**  
- **SG □**  
- **AC/K □**  
- **Date**

Gate Judge (print full name)

Alternate * ___________________  
Cell: ( )

For every racer who reaches your gates note the Bib # and mark the proper column.

✅ or F. FOR EVERY FAULT ALSO MAKE A DIAGRAM.

<table>
<thead>
<tr>
<th>🏋️‍♂️</th>
<th>OK</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bib NO</td>
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<td>Bib NO</td>
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</tbody>
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*Mark Alternate at first racer*  
14-15
HOW TO PREPARE 2nd RUN START LISTS
[621.11.2]

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

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

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

NOTE: Due to space constraints, bibbo of 15 is illustrated.

<table>
<thead>
<tr>
<th>1st RUN TIMES</th>
<th>1st RUN RESULTS</th>
<th>2ND RUN START LIST</th>
</tr>
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<tbody>
<tr>
<td>BIB</td>
<td>TIME</td>
<td>PL</td>
</tr>
<tr>
<td>1</td>
<td>52.11</td>
<td>***</td>
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<tr>
<td>2</td>
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<tr>
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<td>49.71</td>
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<td>51.45</td>
<td>15T</td>
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<td>18T</td>
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<td>52.57</td>
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<td>20</td>
<td>53.47</td>
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</table>

*** NOTE that this is the racer's place not his bib number!
PROGRAMMING CHANGE REQUEST
(Please fill out this form as completely as possible and email to compservices@ussa.org)

SPLIT SECOND □ VOLA □

Category: ________________________
(BUG, CHANGE, ENHANCEMENT)

Requested By: ______________________

Date: ______________________

Description of Problem/Change:

Details:

Priority: ______ 1 = Extremely High, 2 = High, 3 = Medium, 4 = Low

FOR USSA OFFICE USE ONLY

Vendor: ______________________

Date Resolved: ______________________

Notes:

2017
Guidelines Regarding Equipment Control and Equipment Protests at USSA non-FIS Events

USSA has equipment standards that are imposed at all USSA alpine events. USSA Competition Equipment Rules can be found in the current Alpine Competition Guide and at www.usa.org.

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

1. Skis must be marked by the manufacturer with both the length and the radius. Unmarked skis will be grounds for disqualification.

2. At USSA scored alpine events, competition equipment will be subject to unannounced control.

3. At USSA non-scored technical events (GS and SL), equipment control will be dealt with only on a protest basis.

4. In the case of all speed events (SG and DH, scored and non-scored) where the Jury has allowed control of equipment at the start for compliance, the athlete will not be allowed to start if their equipment does not meet the current marked specifications.

5. Unless clear violation of equipment rules exists, e.g. no helmet, attached helmet camera, missing or broken ski brakes, missing or broken basket on ski pole, GS skis in a SG, etc., the Start Referee must not refuse an athlete’s right to start. An athlete in a USSA non-FIS event is also allowed to personalize their helmet with the application of bling, stickers, helmet camera mount, etc.

6. The Start and Finish Referee’s responsibility to monitor equipment and communicate to the Jury is critical in this process and should be reviewed by the TD at each event. TD instructions to these individuals must be clear. It is essential that the Start and Finish Referee communicate with and report their findings to the competition Jury.

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

1. The athlete must compete or intend to compete on the suspect equipment.

2. The Coach or Team Captain who observes the equipment that is suspect must alert the Start Referee of his imminent intention to protest the equipment being used by that competitor.

3. The Coach or Team Captain must formalize the protest, at the end of the run, with the written protest and the $100 (one hundred USD) protest fee.

4. If the athlete has started, the Start Referee alerts the Finish Referee and the Jury, that there is a pending protest against equipment. The equipment must be evaluated or confiscated for evaluation when the competitor arrives in the finish.

5. Finish Referee should stop the competitor with suspect equipment and confiscate the suspect equipment pending the filing of the formal protest and Jury review. Confiscation should be witnessed and third-party access to the confiscated equipment must be avoided.

6. Equipment protests cannot be considered or accepted if the suspect equipment has left the finish area.

7. If approved testing devices are available, or compliance can be confirmed through checking the manufacturer’s marks, the Jury will then evaluate the equipment and render a decision regarding the equipment. The decision of the Jury shall be final.

8. If approved testing devices are not available, or the Jury is unable to reach a consensus, the Jury must seal and ship the equipment to the USSA National Office for evaluation. USSA’s decision shall be final.

9. The Jury will use the $100 (one hundred USD) protest fee to cover the initial shipping costs. The losing party will be charged by USSA for all expenses related to shipping and testing. Reimbursement must be submitted within 10 (ten) working days of notice of USSA’s decision.

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

- Reliable Racing stand height calipers
- FIS-approved equipment-testing devices
JURY STUDY PROBLEMS – ALPINE
DECISIONS MUST BE SUPPORTED BY RULE REFERENCES

1. Several low-point competitors are entered and represented for both the first and second day of Downhill Training. Due to force majeure, they are not available to start until the third day, but due to weather conditions, the third day of training is canceled. What options are available to the Jury?

2. At a USSA non-FIS event, a Team Captain advises the Start Referee he will be filing a protest against a competitor’s equipment. As a Jury, discuss how this type of situation should be addressed: 1) Prior to the start of the event; 2) Upon notification of pending protest. Discuss procedures: 1) Control and inspection of equipment; 2) Requirements that must be met in order to make an on-site decision. If an on-site decision cannot be made: 1) What action must the Jury take? 2) Who bears the costs? Is there a difference in procedures for: 1) USSA scored events; 2) USSA non-scored events? When should a Start Referee not allow a competitor to start? Is there a difference in procedures for a FIS event?

3. At a scored non-FIS event, Team Captains have been advised that competitors who did not finish or who were disqualified in the first run will be allowed to take a second run at the end of the field; there are a total of 15 competitors who fall into these categories. During the second run, numerous delays occur and adequate daylight is now an issue. What can the Jury do?

4. At a last-chance qualifier, the Team Captains and athletes stay on the hill to roll fencing and B-net; the Official Notice Board is also dismantled. The Referee finalizes the Report by the Referee, writes down names of disqualified competitors but apparently documents Start #’s instead of Bib #’s. The names of the disqualified athletes are announced; information is relayed to the Team Captains as best as possible. No protests are filed. Race Administrator receives the original Report of the Referee and immediately notices the inconsistency and contacts the Technical Delegate for guidance: What do I use - Start # or Bib #? The Technical Delegate tells her to use the Start #’s which changes the names of the disqualified athletes. The following day, the results are posted online and the Team Captains immediately notice the discrepancy between what was announced and what has been documented. What option is available to the Jury? What options are available to the Team Captains for the affected competitors? What option is available to the Technical Delegate?

5. A non-scored, one-run GS is completed before noon and is followed by a non-scored one-run SL. Late in the 1st run of the GS, an athlete falls at the last gate and takes out the timing eyes; 5 more athletes start and finish before the eyes are re-aligned and rather than verify that hand times are available for them, all athletes are sent to the start for provisional reruns. Upon inspection of the timing documents, the TD notices the following: Valid hand times are available for 2 of the athletes, 1 hand time is showing an extremely long running time (possible recording error), and because Finish personnel were trying to realign the eyes, there are no hand times for the first 2. Replacement times are calculated for 2 of the athletes and rerun times are assigned to the remaining 3. A protest is subsequently filed because one of the athletes, due to the course set and acting on the advice of his coach, took his rerun on race-ready SL skis instead of his previously used GS skis. Is the protest valid? What does your Jury decide?

6. A USSA-scored Championship SL is complete, official results have been signed and the TD has completed and submitted his report. The morning after the event, USSA is contacted because one of the podium finishers had reviewed his race video the previous evening and noticed he’d straddled. What options are available to the Jury? What options are available to the Technical Delegate?

7. Following expiration of the 1st Run protest period, an athlete and his coach approach the Jury. They report that the athlete did commit a gate fault and should have been disqualified. What options are available to the Jury?

8. During the competition, the wind increases and the panels are blowing up the hill. What are the appropriate methods for dealing with this problem?

9. In a slalom race, “Athlete A” falls and starts hiking. “Athlete B” approaches so “Athlete A” yields. Just prior to passing “Athlete A”, “Athlete B” falls and he is now hiking; “Athlete B” never passes “Athlete A”. Can “Athlete A” re-enter the course and continue his run? If “Athlete B” abandons the course after passing “Athlete A”, can “Athlete A” then re-enter the course?
10. Both Ladies’ and Men’s SL courses are set, but due to the width of the finish, the last gate is common to both courses. The OC has 5 forerunners available; 3 of them miss the last gate and continue out of the arena without stopping. The Technical Delegate (at the finish) and the Chief of Race (mid-point) discuss the issue over an open Jury channel; all conversations are audible in the start area. The decision is made to smooth the incorrect track and start the event. Several first-seed racers are noticed hesitating upon approach and subsequently taking the wrong gate line and are marked for disqualification. What steps may have been missed? What could the Technical Delegate have done? What could the Jury have done? Are any options available to the Jury?

11. An athlete leaves the start more than 5 seconds before “GO”. What is the athlete’s status? Does the fact that the athlete has gained no advantage by starting early have any effect on this decision? Defend your answer.

12. In a USSA-sanctioned GS, an athlete loses a ski after completing the third gate before the finish and while initiating the turn into the second gate. What is the athlete’s status? Is there a difference between USSA ACR and FIS ICR?

13. It is determined that several competitors were not wearing assigned bibs as listed on the official Start List. How could the Assistant Starter have helped to address this prior to it becoming a problem? What is the first question that the Jury must ask? Is DSQ mandatory?

14. The gate judge card reveals an athlete straddled the last gate. Two reliable witnesses say they saw the straddle. The athlete and her coach are sure she had clear passage; the video is not clear. They protest the DSQ. The Chief of Race is the girl’s father. What is the proper way to handle this? What if the girl’s father is the TD?

15. A competitor misses a Slalom gate just before crossing the finish line but quickly stops, hikes back up, completes passage and crosses the finish line a second time. What is the competitor’s status? What if the competitor makes an attempt to stop prior to crossing the finish line but is unsuccessful? What should the Finish Referee do? What should the manual timekeepers do? What is the decision of the Jury?

16. The men’s second run slalom is set and inspected. The ladies’ course is being set as the men’s race begins. The last gate of the ladies’ course is set in close proximity to the men’s final gate. Male athlete number 6 makes it down and skis the last gate between the outside pole of his course and the pole of the girl’s gate, mistaking it for the finish. There was nothing wrong with the men’s course (i.e. the final gate was properly directing them to the finish and had both poles set). There was no time to stop before the finish, so the competitor went across the finish line. Subsequently, the girl’s gate was removed completely. There were no other DSQ’s at that spot. The competitor protests that he had an unfair disadvantage due to the fact that the gate was in place for his run but removed for others. What should the Jury decide? What rule numbers apply?

17. For a multi-day event, the OC has only scheduled one Team Captains’ meeting for the evening prior to the first competition. The plan is that the RA will conduct computer-generated draws for the first seed and for those competitors without points. The daily Program, as well as the Start List will then be available online. What rules address this issue? What problems could be encountered if this procedure is allowed?

18. A first-year U16 timidly approaches the start. The starter tells her to relax and just “go to the right side of the gate”. Instructions, if any, should have been “go to the correct (or left) side of the gate”. Athlete is disqualified and a protest is filed. What is your Jury’s decision?

19. You arrive at a venue and find the Race Organizers have 3 types of B-Net available: Barry, Alpina Sheer Pole and Reliable. Describe the best way to install each type of net. Which of these types of net would best be placed on the inside (closest to the race line)? Why? How much overlap should there be on each type? Can the rows of B-Net be closer than the standard 2 meters?

20. After the first day of Downhill Training, a request is made to allow additional entries because the estimated Penalty is not going to benefit the majority of the field. How should the Jury address this issue? If it is discovered that an individual who has been forerunning has very low points, should he be allowed to become a competitor in this event?

PLEASE DISCUSS SPECIFIC PROBLEMS THAT HAVE OCCURRED IN YOUR AREA.