

# International Ski Mountaineering Federation

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Rules for organising international ski  
mountaineering competitions

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## 1. GENERAL REMARKS

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### 1.1. Aim and abbreviations

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This document describes the rules and guidelines for organising official international ISMF ski mountaineering races.

It defines the responsibilities all the partners involved in the organisation.

These rules cover all competitions announced in the official ISMF calendar.

The official document for "Rules for organising international ski mountaineering competitions" is published in both English and French. In the event of any contradiction, the English version will prevail.

#### 1.1.1. Definitions

- *Sport season*: year N-1/N runs from 1<sup>st</sup> July to 30<sup>th</sup> June.
- Any changes in rules voted in June by the PA will be applicable from 1<sup>st</sup> July and therefore for the season.
- *National federation*: federation or association that represents ski mountaineering in its country, approved by the corresponding ministry or state department, approved by the federation sitting at the National Olympic Committee and member of ISMF.
- *Event*: describes all proceedings extending from LOC preparations to final results (candidacy, administrative and technical procedures, route marking, welcome, registration, inspections, races, podium, accommodation, meals, etc.).
- *Race*: describes the contest from start to finish.
- *Competition*: all the races that take place during the event.
- *Competitors*: all persons participating in the race and the competition.

#### 1.1.2. Abbreviations

- ISMF: International Ski Mountaineering Federation
- PA: Plenary Assembly
- MC: Management Committee
- LOC: Local Organising Committee
- ISMF: International Mountaineering and Climbing Federation
- DVA: *Détecteur de Victimes d'Avalanche*, also called: avalanche transceiver (ARVA)
- M: Men
- W: Women
- NF: National Federation
- WADA-AMA : World Anti-Doping Agency /Agence Mondiale Antidoping
- TAS : Tribunal Arbitral du Sport Lausanne (Ch.) / Court of Arbitration for Sport

#### 1.1.3. References

The following documents relate to ISMF ski mountaineering competitions:

- ISMF: Rules for organising international ski mountaineering competitions
- ISMF: International ski mountaineering game rules
- ISMF: Rank regulations for international ski mountaineering competitions
- ISMF: ISMF Disciplinary rules
- ISMF: ISMF Anti-doping policy & procedures
- ISMF: Athletes' Commission
- ISMF : Rules Commission
- ISMF : Referee's Commission
- ISMF: ISMF statutes
- ISMF : « Bylaws »

## 1.2. Types of events and competitions

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The courses that can be found on ISMF international competitions are:

- **ski mountaineering races:** several ascents and descents on mountain slopes. Ski mountaineering courses can be raced individually and/or in teams. Team formation (number and category of competitors) depends on the type of competition and is approved by ISMF.
- **vertical race:** a single ascent, individual race.
- **relay races:** ascent(s) and descent(s) raced by each member of the relay team.

The types of international ski mountaineering events are:

### 1.2.1. World/Continental Championships

Each race takes place on 1 day

- **ski mountaineering races:**
  - Individual races: senior M, senior W, espoir M ranking, espoir W ranking, junior M, junior W, cadet M and cadet W
  - Team races: seniors M (2 competitors) and seniors W (2 competitors)
- **vertical race:**
  - senior M, senior W, espoir M ranking, espoir W ranking, junior M, junior W, cadet M and cadet W
- **relay races:**
  - seniors M (4 competitors) and seniors W (3 competitors)
  - youth (junior/cadets): 3 competitors per team including 1 cadet and 1 woman  
1 Cadet (M) + 1 Girl (C or J) + 1 youth (M or W, cadet or junior)  
The lady competitor necessarily starts in 1<sup>st</sup> position

For the Continental Championships, except Europe, it is possible to adapt the rules.

- Positive difference in height adapted.
- The composition of the relay teams.
- 2 categories: Senior and Youth.
- Etc...

Other possibilities can be proposed to the Management Committee through the ISMF Technical Director. New decisions only will be effective after the acceptance of the Board

**Model of proposition for the week's schedule to be used and respected  
(if weather conditions are favourable)**

During candidacy assessment, the distinctive features of each candidacy will be taken into account, and decisions will be taken by common agreement between the LOC and the TD (technical direction).

Day 0: Welcome (preferably a Saturday or Sunday)

Day 1: *Individual senior and espoir races*, Men and Women From 1440m to 1760m

Day 2: *Individual youth races*

<i>Junior</i>	<i>From 1170 m to 1430 m</i>
<i>Cadet</i>	<i>From 900m to 1100m</i>

Day 3: *Vertical Race Senior*

<i>Women</i>	<i>From 745 m to 1000 m</i>
<i>Men</i>	<i>From 745 m to 1000 m</i>

after a 30 mn interval

Day 4: *Youth Vertical Race*

<i>Cadet</i>	<i>From 425m to 575m</i>
<i>Junior</i>	<i>From 575 m to 775 m</i>

after a 20 mn interval

Day 5: *Team races* - Men and Women  
Races consisting of ascents with a positive difference in height superior to 1800 m.  
Require use of technical equipment: crampons - harness - lanyard.

Day 6: *Relays Senior Men and Women, and Youth*

Start order:	Youth	From 150m to 180m
	Women	From 150m to 180m

Men *From 150m to 180m*  
Before 2 pm except if the race takes place on entirely lit up trails.

### 1.2.2. World Cup and Continental Cups

Each race takes place on 1 or more days

- *Ski mountaineering races:*
  - Individual races: senior M, senior W, espoir M ranking, espoir W ranking, junior M, junior W, cadet M and cadet W
  - Team races (2 or 3 competitors): Senior M & W, *espoir M ranking, espoir W ranking, junior M, junior W, cadet M and cadet W.*

Athletes holding valid ISMF licences are not allowed to take part in races that count towards the ISMF World Cup by team with team members of different nationalities.

### 1.2.3. ISMF homologated competitions

- *ski mountaineering races:*
    - Individual races: seniors, espoirs, juniors and cadets (M and W)
    - Team races: Senior M & W *seniors, espoirs, juniors and cadets (M and W)*
- meeting the criteria required to obtain the ISMF Homologated Race label (see appendix 1 of "Game Rules").

Espoirs are also ranked in senior categories.

## 1.3. Registering an event in the international calendar

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See in "rules for registering an event in the international calendar.

### 1.3.1. Procedure to follow to register an event in the ISMF calendar

Not in this Regulation.

There is a special appendix (see attached document) which title is "rules for registering an event in the international calendar"

The document consists of the appendix and 2 sheets of demands

### 1.3.2. Calendar registration fees

For season 2009 – 2010, no registration fees will apply to races applying to be world cup events.

### 1.3.3. Race organiser - ISMF meetings

The organisers of events selected for the calendar of the upcoming season will be invited to attend 2 meetings (place and dates to be specified in due course, with at least 1 month's notice).

- The first meeting should take place at the end of September – beginning of October, with members of the ISMF board, as well as the pool of equipment suppliers (new regulations - meet suppliers - exchange views with ISMF members and other race organisers).
- The second should be held at the end of the season to assess the year's events.

For all ISMF races, a contract must be drawn up and signed by both the LOC and ISMF.  
See document in appendix 3.

ISMF homologated races can apply for the organization of a world cup event for 4 years.

## 1.4. LOCs, National Federations and ISMF

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### 1.4.1. Local Organising Committee (LOC)

The administrative and legal statutes of LOCs are under the responsibility of the national federation that registers for the event. ISMF headquarters must be informed of the internal structure of LOC organization and of the persons in charge of each of the areas mentioned in this document.

### 1.4.2. Relations between ISMF and LOCs/National Federations

Relations between ISMF and the LOC/national federation will initially be carried out by the ISMF Technical Director or the person in charge of the ISMF calendar, and then by the chairman of the ISMF jury once he/she has been appointed.

Information on the general internal structure of the organisation, and lists naming qualified members of staff, referees and ISMF officials must be communicated by ISMF within the deadlines agreed to both by ISMF and the LOC/National Federation.

Meetings: at least 2 or 3 meetings must be held and chaired by ISMF, to which at least one ISMF delegate will attend:

- one meeting to prepare the event;
- one optional meeting to assess the final outcome of the event.

Minutes of LOC meetings and LOC commission meetings must be sent to the technical ISMF delegate as well as to ISMF headquarters.

### 1.4.3. Agreement between ISMF and the LOC

An agreement will be signed between ISMF and the national federation. This agreement will specify:

- General conditions,
- Special conditions,
- Technical conditions,
- The number of officials, referees and other competition authorities,
- Promotion of the event,
- Availability and suppliers of goods and services,
- Budgetary and financial obligations.

Any arrangements that are not provided for in the initial agreement will be settled by amendments between the national federation and ISMF.

## 2. FINANCE AND ADMINISTRATION

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### 2.1. Administrative requirements

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The LOC and the national federation must take all necessary and useful administrative measures to ensure that the event takes place in the best possible conditions (aid and rescue, environmental issues, etc.).

### 2.2. Insurance

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The national federation and/or the LOC must contract the insurance guarantees required in the host country to cover risks of civil liability.

### 2.3. Budget

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The budget (inflows and outflows) is the sole responsibility of the national federation or the LOC. The national federation and/or the LOC assume the event's financial risk. In this respect, it will retain the totality of a surplus in the event of a budget benefit or cover the totality of losses in the event of a budget deficit.

The national federation and/or the LOC must also abide by national legislation in respect to any local and national taxes that apply to the event.

## 2.4. Costs assumed by the LOC

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The national federation and/or the LOC will assume all of the organisational costs resulting from its obligations, with the exception of those assumed directly by ISMF (§2.5).

The LOC will meet the following costs:

- a) For World / European championships.  
for members of the jury who are:
  - ✓ the president of the jury appointed by ISMF
  - ✓ the first international referee appointed by ISMF
  - ✓ the second international referee appointed by ISMF
  - ✓ the ISMF ranking secretary
  - ✓ the ISMF delegate
  
- b) For World / continental Cups and others championships.  
for members of the jury who are:
  - ✓ the president of the jury appointed by ISMF
  - ✓ the international referee appointed by ISMF
  - ✓ the ISMF ranking secretary (if requested by the LOC)
  - ✓ the ISMF delegate
  - allowances according to the ISMF grid, (except for the ISMF Delegate) 100 €/ day
  - transport expenses from their home to the competition venue,
  - Accommodation expenses (food and lodging) from two nights before the start of the first race until the morning following the end of the event.
  
- c) For the ISMF Homologated Races.
  - ✓ the international referee appointed by ISMF
  - allowances according to the ISMF grid 100 €/ day
  - real transport expenses from his home to the competition venue,
  - Accommodation expenses (food and lodging) from two nights before the start of the first race until the morning following the end of the event.

The above expenses should be paid to ISMF by the LOC. ISMF will then reimburse its officials.

- if the race takes place in a ski resort:
  - 2 ski passes for each national team per day of competition + 1 day (the day before the competition),
  - 1 ski pass for each ISMF official per day of competition + 1 day (the day before the competition),
- competitor's prize-money\* based on the ISMF grid,
- cups, medals, trophies, ... of the competition,
- anti-doping test expenses. (These will be determined by the LOC and the FN, with the advice of the ISMF).

An ISMF race (except " Homologated race ") has to invite a minimum number of foreign runners proposed by the ISMF Technical Director (6 runners).

To be invited to a race, the athlete must:

- Have the national license of a federation member of the ISMF
- The federation member has to be up to date with the payments of all its ISMF fees
- Have the ISMF international licence of the current season.

In a competition, a federation will have right to have only one athlete (or team) invited.

In case of not respect the commitment took with the acceptance of the invitation (eg. Absence without a justified reason), the federation to which the racer belongs can be penalized. The penalty will be the cancellation of the invitation for the following season, assigned to the federation to which the athlete belongs.

\*For competitor's prize-money: in the event of a tie between two or more competitors or teams, the awards corresponding to a typical finish without a tie are added up and then divided by the number of competitors. The formula to be used in the event of a tie is:

$$\text{competitor A's award} = \text{competitor B's award} = (P^x + P^{x+1}) / 2$$

Competitors A and B tie at places  $x$  and  $x+1$

$$\text{Award for place } x = P^x$$

$$\text{Award for place } x+1 = P^{x+1}$$

For example: Competitor A: 1<sup>st</sup> place: 1000 CHF = 615 €  
 Competitor B ties with competitor C at 2<sup>nd</sup> place:  
     normal award for 2<sup>nd</sup> place: 750 CHF = 460 €  
     normal award for 3<sup>rd</sup> place: 500 CHF = 310 €  
 because of the tie: sum of 2<sup>nd</sup> and 3<sup>rd</sup> place awards:  $770/2 = 385$  € each for competitors B and C.

## 2.5. Costs assumed by ISMF

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ISMF covers the expenses for:

Cups, trophies, gold, silver and bronze medals for the first three competitors of each category (men and women; seniors, espoirs, juniors and cadets) for the following events:

- world championships,
- continental championships, (*when the race is "ISMF Homologated Race"*)
- *World Cup* (*stages and finals*)

## 3. ORGANISATION

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### 3.1. LOC staff

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All persons involved in the organization of a competition are named "members of the organization". A list of names will be drawn up, communicated to ISMF and displayed on the race organisation's website.

A typical LOC is composed of:

- the president of the national federation or his/her representative;
- the organising committee president;
- the race director;
- the treasurer;
- the administrative officer (registration, accreditations, ski passes, interpreter, etc.);
- the press officer (press and media relations, communication);
- the environmental protection officer;
- a person in charge of results;
- a person in charge of catering and accommodation;
- a person in charge of award ceremonies;
- a person in charge of site management and equipment;
- a doctor and rescue team;
- etc.

### 3.2. Officials

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Race officials are:

- the president of the national federation or his/her representative;
- the president of the LOC;
- the LOC race director;
- the chairman of the jury (ISMF);
- the race jury referee (ISMF);
- the head LOC trail director;
- the LOC environmental protection officer;
- the LOC press officer;
- national federation delegates;

- ISMF officials.

The roles and responsibilities of these officials are described in §4.1 and 7.1.

Trainers, team managers and competitors cannot be race officials.

Members of the ISMF jury appointed for a given race may not compete in this race.

### 3.3. Documents prepared by the LOC

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#### 3.3.1. Prior to the competition. **On the website before 1<sup>st</sup> December of the season**

##### **A translation of the information into English is mandatory**

The LOC must prepare a document giving general information about the event for racers, the national federation, ISMF and the press. This document should contain the following elements:

- the programme: schedules and places for registration, briefings, routes, meals, etc.;
- courses: types of courses and differences in height;
- any supplementary equipment required (see Game Rules);
- contact information (phone, email, fax) ;
- Instructions on how to reach the venue (by car or public transport); accommodation, etc
- Registrations and accommodation will be done by the LOC, in contact with the ISMF Technical Director.
- Registrations will be done directly via internet or, only due to exceptional reasons (number of reserved places) through the ISMF.
- To prepare a location and have the necessary means for taking samples for anti-doping controls, as envisaged in the texts of the WADA-AMA and the National Agency.
- For accommodation, the LOC will propose:
  - A price that includes the registration and accommodation
  - A price that only includes the cost of registration and a attached list giving accommodation information, with prices, in the area.

The accommodation must be located near the area of the race, as close as possible.

The LOC will set the deadline for registration and accommodation booking.

It is **mandatory** to have an accreditation for competitors, officials and press.

#### 3.3.2. During the competition

At the welcome and registration area, the LOC must provide:

For competitors:

- the event programme;
- competitor's numbers;
- A course map and profile (scale 1:25 000 or nearest possible) showing the route, starting and finishing areas, checkpoints, difficult portions and first-aid posts).

For officials, team managers and members of the press:

- accreditations for permanent or temporary access to certain competition areas;
- the event programme, course maps and profiles;
- a list giving the contact details (phone numbers) of LOC members, brochures and press releases;
- the provisional world cup ranking, as well as the permanent world ranking.

### 3.4. Organisation locations

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The LOC must structure the event around the following locations:

#### 3.4.1. Welcome and registration areas

Welcome and registration areas should be easy to access, (Clearly identifiable with signs from the entrance of the resort.), close to each other, or even in exactly the same place.

Min. 1 person speaking English fluently must be present at the welcome area and at the briefing..

The following procedures are treated in this area:

- welcome of all persons taking part in the event: athletes, officials, guests, sponsors, members of the press, spectators, etc.;

- registration and payment of registration fees;
- delivery of accreditations and documents mentioned above (§ 3.3.2).

Notice boards displaying the following information should be in view in these areas:

- a list of members of the organization and officials (§ 3.1 and 3.2);
- the full event programme;
- descriptions of courses;
- the documents: "ISMF International Ski Mountaineering Game Rules" and "ISMF Ranking Regulations".

A place where the competitors can check their equipment for which they have doubts and the safety equipment required by the LOC - presence of an ISMF referee.

### 3.4.2. Meals and accommodation

The LOC must organise catering and accommodation for the duration of the event for the athletes and the ISMF officials members.

The LOC must provide a list giving accommodation details, with prices and contact details, or the way to find this information, in the general information document (§3.3.1). (In case that a racer or a federation don't want to be hosting by the LOC).

### 3.4.3. Receptions

If the LOC (at its own expense) organises official receptions then they must invite the appropriate persons.

### 3.4.4. On-site transportation

Any planned transport for competitors and accompanying persons, officials, guests and members of the press, should be coordinated by the LOC.

Road access to the start or arrival area of the race must always be open and not be too narrow.

A big car park near to the start area of the race has to be reserved for racers, coaches and organization members

## 4. SPORT AND TECHNICAL ISSUES

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### 4.1. Competition officials (roles and responsibilities)

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N.B.: competitors, trainers and team managers cannot be officials.

#### 4.1.1. The LOC President

He/she is in charge of the event for the national federation and is the main contact person for ISMF.

#### 4.1.2. The LOC race director:

- He/she is appointed by the national federation hosting the event;
- He/she is in charge of all technical issues related to the competition;
- He/she organises the sporting event according to the ISMF document: "Rules for organising ski mountaineering competitions" and other ISMF regulations;
- He/she has the responsibility to ensure that the course respects the rules laid down in §4.3 to 4.5;
- He/she decides whether the event takes place depending on conditions before the event (trails, weather, snowfall, etc.);
- He/she has the responsibility to stop the competition in the event of an accident, a danger, adverse weather conditions, etc.;
- He/she is responsible for evacuating all participants: competitors, technical staff and also spectators;
- He/she is in constant contact with the members of the jury, referees, the LOC president, the ISMF technical delegate and the environmental protection officer;

- after consulting ISMF officials, he/she decides where areas for removing and replacing skins should be positioned, and which techniques should be used for safety reasons (portions on foot, with crampons, etc.).

#### 4.1.3. *The LOC environmental protection officer*

- He/she is appointed by the national federation hosting the event;
- He/she has the responsibility to ensure that the host country's and ISMF environmental protection regulations are enforced (§5);
- He/she works in collaboration with the *president of jury* to guarantee respect for the environment;
- He / she will supervise the observance of the ISMF texts (regulations) regarding the environment
- He/she is familiar with local environmental issues;
- He/she is familiar with the realities of ski mountaineering competitions;
- He/she is involved in preparing and running the event;
- He/she may, if necessary, resort to environment experts;
- He/she is in charge of obtaining environmental approval and ensuring it is respected;
- He/she writes a short report on the environmental impact of the event and sends it to the LOC.

#### 4.1.4. *The president of the jury*

- He/she is appointed by the ISMF referee manager;
- He/she is an international ISMF referee;
- He/she is the highest ISMF official during the race;
- He/she coordinates relations between ISMF and the LOC prior to the event;
- Once appointed, he/she contacts the LOC, follows the organization of the event and replies to any requests from the LOC;
- He/she ensures that ISMF regulations are followed and resolves any registration issues (categories, etc.);
- He/she ensures, together with the LOC and the environmental protection officer, that the event is run in respect for the environment thus complying with ISMF resolutions;
- He/she ensures that Olympic regulations concerning anti-doping are followed;
- He/she coordinates work carried out by other ISMF delegates;
- He/she must make sure that ISMF banners are available for the LOC;
- He/she has the responsibility to approve the protocol drawn up by the LOC;
- He/she is in charge of relations with the representatives of the national federation;
- He/she must attend safety committee meetings;
- He/she attends race meetings;
- He/she ensures sporting fairness;
- He/she calls for jury meetings to set up and organise the jury's work and revise ISMF regulations before the event;
- He/she coordinates referees throughout the duration the event;
- He/she takes the decisions concerning any disputed points or issues that are not provided for in ISMF "Game rules" and "Ranking regulations";
- He/she is in constant contact with the LOC (race director) during the event;
- He/she supervises provisional ranking, and performs an initial verification with the international referees once he/she has received the provisional results,
- He/she calls a jury meeting, as soon as the ISMF ranking secretary or the person in charge of ranking has submitted the official provisional results and drawn up the official provisional ranking;
- He/she receives claims submitted within the correct deadline as specified in "International Ski Mountaineering Game Rules";
- He/she signs official rankings, gives copy to the ISMF delegate, the ISMF technical delegate and the LOC for official posting;
- He/she can represent the president of ISMF if the latter is not present at the event and has not appointed another representative;
- If the ranking secretary is not present at the event, he/she must rapidly send the competition results by e-mail to the ranking secretary and ISMF headquarters;
- He/she must make sure that the appropriate cups, trophies, gold, silver and bronze medals are available for the person in charge of prize-giving ceremonies;
- He/she writes an official report, within 48 hours, addressed to the ISMF technical director and board.

#### 4.1.5. *The Race Jury Referee*

- He/she is appointed by the ISMF referee manager;
- He/she is an international ISMF referee; the ISMF referee manager will inform the LOC of his/her appointment;
- He/she carries out the tasks assigned by the chairman of the jury;
- He/she ensures that the event is run according to ISMF regulations;
- He/she attends LOC technical meetings.

#### 4.1.6. *The ISMF Ranking Secretary (only in World / European Championships and in the last race of the World Cup (Senior and Youth))*

- He/she provides the LOC with the list of competitors with licences from each national federation a week before the competition, and then again 24 hrs before the competition;
- He/she updates computerized data on the competitors taking part in the event;
- He/she updates official ISMF rankings;
- He/she requests for help from the LOC to set up and coordinate the computerized system by which he/she can immediately receive data from the finish line;
- He/she produces computerized event rankings;
- He/she posts results on the official website and sends them to the referee manager and ISMF headquarters;
- He/she makes sure that each person in charge of a national team receives a copy of rankings for the event;
- He/she is necessarily present at championships and cup finals;

#### 4.1.7. *The ISMF Delegate*

- He / she is appointed by the Board
- He / she is the person of the ISMF responsible during the event
- He/she is the person responsible for the protocol organized regarding anti doping tests
- He / she is the person responsible for providing the LOC with the ISMF banners
- He / she is the person responsible for approving the protocol proposed by the LOC
- He / she is the person responsible for relations with the person in charge of the National Federation,.
- He / she is not a member of the jury but can attend the meetings of the jury, without right to vote
- He / she can acts as representative of the ISMF president.
- He / she is the person responsible for providing the person in charge of the protocol with cups, trophies and medals (golden, silver and bronze);

## 4.2. The race jury

### 4.2.1. *Composition*

For all competitions, world championships, continental championships and world cup races, a race jury is formed. The jury only meets at the request of the chairman of the jury.

The jury is composed of:

- 1 president of the jury appointed by ISMF (right to vote)
- 1 LOC race director (right to vote)
- 1 LOC trail director (no vote)
- *The first international referee (right to vote)*
- *The second international referee (right to vote) only for World or European Championships*
- 1 ISMF rankings secretary (no vote) (if present on the race)
- *1 ISMF Delegate (no vote)*

#### 4.2.2. Role of the jury

The role of the race jury is to:

- take decisions concerning any issues for which the ISMF "Game rules" and "Rules for organising ski mountaineering competitions" might seem incomplete or unclear;
- approve solutions proposed in conflict situations or in adverse weather conditions;
- assess claims and decide on their outcome (only the chairman of the jury may register a claim);
- ensure that races and rankings are standardized;
- guarantee sporting fairness;
- attend race meetings.

#### 4.2.3. Jury decisions

Decisions are taken by the majority of jury members having the right to vote, with at least 3 voters. In the event of a draw, the decision taken by the chairman of the jury prevails.

### 4.3. Courses

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Courses must be designed and set up by LOC trackers. If another race takes place at the same time as an ISMF race, then races must be organised in such a way as to avoid any problems.

#### 4.3.1. Types of courses

- The courses that can be found on ISMF international competitions are:
- **ski mountaineering races:** several ascents and descents on mountain slopes. Ski mountaineering courses can be raced individually and/or in teams. Team formation (number and category of competitors) depends on the type of competition and is approved by ISMF;
- **vertical race:** a single ascent, individual race;
- **relay races:** ascent(s) and descent(s) raced by each member of the relay team.

#### 4.3.2. Course design

##### 1) Ski mountaineering races (ascents and descents)

Out of the total difference in height (positive + negative):

- at least 85% must be raced with skis on feet;
- at the most 5% should be raced on foot (footpaths, forest tracks, etc.);
- at the most 10% should be technical portions raced carrying skis on the rucksack (ridges, couloirs, etc.).

##### 2) Vertical Race (a single ascent)

The course may comprise a portion on foot with skis carried on the rucksack.

##### 3) Relay races

One of the ascents on each leg comprises a portion to be climbed on foot with skis strapped on the rucksack.

#### 4.3.3. Positive difference in height

##### 1) For ski mountaineering courses (ascents and descents)

Individual races:

- seniors and espoir ranking, men and women: 1600m +/- 10% From 1440m to 1760 m
- cadets, men and women: 1000m +/- 10% From 900 m to 1100 m
- Junior, men and women 1300m +/- 10% From 1170 m to 1430 m

Courses must include at least 3 ascents. The longest ascent must not exceed 50% of total positive difference in height.

Team races:

- seniors, men and women: average superior to 1800 m per day, duration: 3 hrs maximum for the first competitors.
- cadets, men and women: 1200m+/-10% *From 1080 m to 1320 m*
- juniors men and women: 1500 m +/-10% *From 1350 m to 1650 m*

Youth stage races don't have to last more than 2 days

In particular instances, certain dispensations for excess time or duration may be agreed to on request of the race organisers.

2) For vertical race courses: (a single ascent)

- seniors and espoir ranking, men and women: 875m +/- 15% *From 745m to 1000m*
- cadets, men and women: 500m +/-15% *From 425m to 575m*
- juniors men and women: 675m +/-15% *From 575 m to 775 m*

3) For relays, all categories:

Each relay leg (course run by each competitor) must be between 150 m and 180 m for all categories (senior men – senior women or youth) and must include 2 distinct ascents and descents.

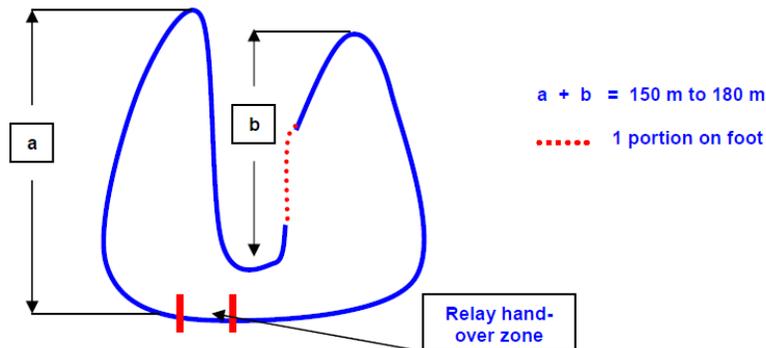
A part of the second ascent comprises a portion to be climbed on foot with skis strapped on the rucksack.

The running time for each competitor should not be greater than 20 minutes.

Relay leg run by each member of the relay team.

Cadet or Junior can run in a senior relay.

Every competitor can participate only in ONE relay. (That means that, if a junior competitor participates in a senior relay, he / she cannot run in the youth relay - idem for women senior)



#### 4.3.4. Course route and marking

The rules which govern course design and marking are as follows:

- It is recommended that wide areas should be placed just before technical portions and that special care should be taken to avoid "traffic jams";
- To pay attention to areas with little snow which might present a risk for competitor safety;
- Make sure that trainers, team managers, press members and spectators cannot place objects along the side of the track (except for rescue teams) and cannot invade the track;
- If skis are to be removed, then *several* flattened platform should be prepared for this purpose supervised by a sufficient number of controllers;
- Areas for changing equipment (removing or replacing skins, portion on foot, putting on or removing crampons) are announced at the race briefing and are indicated on the course by a checkpoint or waypoint;
- If the route crosses or follows a marked ski trail, then the portion used by competitors must be separated from that used by other users by nets (or any other means making it impossible to cross the course by accident) both during ascents and descents. As far as possible these trails should be closed to the general public for the duration of the competition;
- In the event of a risk due to high speed, then LOC tracers should set up chicanes with signs in order to make competitors reduce their speed;

Organizers are responsible for adapting the speed of the competitors in function of

- the ground (forest – narrow way - risk of dangerous fall - obstacles - ski trail)
- the quality of the snow (hard - wet or crusty)
- weather conditions (bad visibility - snow)

They have an obligation to slow the competitors, by using appropriate means (courses drawn in big curves), when a great speeding (high speed) can be reached.

- big stiff slope
- mass start in descent
- The route is marked with flags:
  - Green (preferably fluorescent) in ascents, 15 x 20 cm, rectangular or triangular;
  - Red (preferably fluorescent) in descents, 15 x 20 cm, rectangular or triangular;
  - Junctions or route crossings are marked with arrows showing which direction should be followed by a given category. Junctions for different categories must be located at checkpoints or waypoints;
  - Large flags must be used during difficult conditions to reinforce marking (minimal height: 1.5m);
  - Yellow rectangular flags with a black stripe (40 x 60 cm) mark technically difficult or dangerous areas;

On the ISMF events , a single type of route marking is used.

Races have an obligation to observe the international regulations.

- Respect for the environment (see §5).

It is important to note that detailed information on routes and marking is given at the race briefing. A copy of this information is provided in the mailbox of each country taking part in the event.

#### 4.3.5. Special areas

Special zones (checkpoints and waypoints) are closed with nets, ropes or flags and will have a narrow exit (2 m maximum).

They are reserved only for the competitors and the controllers.

##### 4.3.5.1. Race headquarters

Race headquarters must be clearly marked out.

It must be linked by radio to all checkpoints, to the main organisers and rescue teams.

It is at the disposal of the race director, the chairman of the jury and trail director.

##### 4.3.5.2. The start

The starting area must consist of:

- Nets to separate it from other areas (at least 15m long);
- An area for controlling avalanche transceivers; (*minimum 1 entrance / line*)
- *Control of entrance for chips*
- A blue starting line;
- An area for changing ski poles marked out at 150m from the starting line;
- Toilets;
- Equipment inspectors (for avalanche transceivers and other compulsory safety equipment);
- Starting list controllers (*they take note of all numbers*) (*minimum 1 entrance / line*)
- A starter;
- People in charge of collecting competitor's personal effects at the start and handing them back at the finish.

A typical start area is presented in appendix § 1.

Any changes to routes must be announced 30 minutes before the start.

If the start is delayed, announcements must be made every fifteen minutes.

#### **Starting procedure for a ski mountaineering race: Mass start**

- Avalanche transceivers and equipment are inspected **10-20** minutes the official start time (§4.4);
- The starter positions himself/herself in the starting area in a manner in which all competitors can easily hear his/her announcements (use of a microphone is recommended);

- The mass start is organised using handicap ranking. This means that best ranked athletes (international ISMF ranking or according to ranking in a previous race of the same event) have the best starting positions and are followed by the next best ranked athletes, etc;
- Competitors are called to the starting line five minutes before the start: they are informed twice of the time left before the start: two minutes before and then thirty seconds before the start;
- The starter gives the starting signal "Go" or a pistol shot (this phrase in English must be used for all international competitions);
- If the start is approved, the starter raises a green flag;
- The starting area and the trail for 300m after the starting line must be wide.

**Starts for Youth and Women's races:** if these starts do not take place at the same time as for men's races, care must be taken to ensure that these competitors:

- 1/ do not hinder the men's race (if start given before the men's race);
- 2/ are not themselves hindered by the last competitors of the men's race.

**Starting procedure for vertical races:** mass starts or individual starts for races against the clock.

**If the race is the same day,** Youth categories start first, followed by women's categories (after 20 min), and then men's categories (30 min after women's categories).

**Starting procedure for relay races:**

Competitor's starting positions are given in the following way:

- Starting positions must be separated by 1.5m (to be adjusted depending on the terrain);
- If there is not enough room for all competitors on the same line, two or more starting lines (4 metres between each line) can be set up for a simultaneous start;
- On uneven ground, the starting line should be positioned in a fair way for all competitors;
- Start order: competitors for the first relay take position on the starting line. Number 1 is positioned in the centre of the track, n° 2 to his/her right, n° 3 to his/her left, and so on;
- Starting marks will be made to the right of the trail.

**Special cases of starting races combining ISMF races and local races:**

- If there are many ISMF starting lines for different courses or categories, then start order will be given at the race briefing;
- ISMF licence holders must have distinct numbers from other competitors;
- Depending on the terrain, several distinct parallel starting lines will be set up:
  - First line(s): ISMF licence holders;
  - Second line(s): other competitors.

A distance of 20 to 50m, should separate the last line for ISMF licence holders, registered for an ISMF world cup race and the first line of other competitors without ISMF licences, or registered for the "open race".

#### 4.3.5.3. Checkpoints (CP)

*A Checkpoint is a closed area (with nets, ropes or flags), reserved only for the competitors and the controllers*

*A narrow gate (2 m maximum) control the exit*

Checkpoints are set up at outstanding places along the route:

- Summits,
- Passes,
- Places where the racing technique changes,
- Junctions or route crossing places.

Controllers must be equipped with radios and be able to communicate with race headquarters.

Controllers take note when competitors pass through their checkpoint and record their arrival order + times + ranking if the race is neutralized or stopped (example of the sheet to be used in appendix 3). Controllers also check safety issues.

Controllers ensure that ISMF regulations are followed and immediately report any offences committed by competitors to race headquarters.

Under instruction from race headquarters, the checkpoint chief must have enough authority to give instructions to competitors (for example: giving instructions to put on an extra layer of clothing, stopping the race under the authority of the race director, etc.).

If the checkpoint corresponds to a change in racing technique (removing skis, etc.) or to a route junction, it will be positioned so that competitors reduce speed upon arrival.

At all times, the checkpoint chief must be able to inform the speaker at the finish on the advancement of the race – competitor racing order – times between racers – etc.

#### 4.3.5.4. *Waypoints (WP)*

Competitors must pass through these points. At the least, the order of competitors is noted for safety reasons. Controllers ensure that ISMF regulations are followed and immediately report any offences committed by competitors to race headquarters.

Under instruction from race headquarters, the waypoint chief must have enough authority to give instructions to competitors (for example: giving instructions to put on an extra layer of clothing).

#### 4.3.5.5. *Refreshment points*

Food and drinks are provided for competitors at refreshment points under the responsibility of the LOC.

#### 4.3.5.6. *Relay hand-over zone*

The relay hand-over zone is an area marked out with a red line for the entry and a blue line for the exit, both of sufficient length and width, and situated on a flat or slightly upsloping area near to the start and finish area.

The race director appoints a person in charge of the relay hand-over zone, and the jury appoints a referee in charge of the relay.

#### **Relay hand-over**

The relay is exchanged when the competitor finishing a relay leg reaches the hand-over zone and touches any part of the following competitor's body with his/her hand. This hand-over must take place within the relay hand-over zone. If relay hand-over is not carried out according to the rules, the faulty team receives a penalty. The team-mate waiting for the next relay leg may only enter the relay hand-over zone when called for.

#### 4.3.5.7. *The finish*

The finish area must consist of:

- A finish line marked on the ground, at least 10 centimetres wide, preferably situated in a skiable area. Steep downhill slopes must be avoided.
- A restricted finish area surrounded by barriers or nets.
- Timing in 1/100 of second to decide between the arrivals "hand in hand"
- A person in charge of taking note of all the numbers of the racers who cross the line (in the arrival order)
- An area for inspecting equipment, designated "Equipment Control", situated 15 to 30 metres after the finish line. This area is closed off and athletes can take time to recover in it. In this area, a controller inspects the competitor's equipment.
- A podium for the first 3 competitors/teams.
- A notice board for displaying provisional results (***including penalties***) as and when competitors come in.
- A medical assistance area.
- In case of antidoping test, a person of the LOC shall escort the racer to the medical control area (the person must be of the same sex as the racer)
- Toilets.
- A referee from the race jury in charge of finish procedures.
- Compulsory equipment controllers, with control sheets (see appendix § 6)
- People in charge of handing back the competitor's personal effects that were left at the start.
- A press area with a spot for conducting interviews, near to the equipment control area and located inside the restricted finish area.
- A person from the LOC in charge of press relations will be present in the finish area to supervise interviews.
- The placement of the ISMF flags will be decided together with the ISMF Delegate

A typical finish area is presented in appendix § 3.

#### **Finish procedures**

- If the race uses an electronic timing system, then times and finishing orders are established by this system;
- If the race does not use an electronic timing system, then times and finishing orders are established when the competitor's chest crosses the finishing line (photo finish, film, etc.);
- If a competitor falls while crossing the finish line, all of his/her body must cross the line without any outside help (except for team-mates in team races) in order to declare a finish;

- For team races, team-mates must finish together and the team's finishing time is that of the second team-mate.

#### 4.3.5.8. Spectator areas

Spectator areas should be set up both at the start and the finish but also all along the course where spectators might watch the race. These areas will be marked out under the LOC's responsibility. The LOC must ensure the safety of the spectators (rescue teams, radio links, etc.).

#### 4.3.5.9. Press areas

An area reserved for members of the press should be set up inside the finish area. Only people with a press card will be able to access this area.

It is advisable that organisers set up a board displaying all of the partners of the race in front of which interviews might be conducted.

## 4.4. Equipment inspections

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Equipment inspections are performed by controllers under the authority of the LOC.

- *At the registration:*
  - o Safety equipment as crampons and lanyard type "via ferrata"
- At the start:
  - o individual inspection of the good working order of avalanche transceivers for all competitors;
  - o Taking note of all the numbers of the racers
  - o Control of the chips (if any)
- During the race: officials may check equipment at any moment of the race (observations are noted as the competitor goes past without stopping the competitor).
- At the finish: competitor's equipment is inspected (systematic or random inspections according to the instructions issued by the LOC/jury).

## 4.5. Running of the race

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### 4.5.1. Race briefings

On the eve of the competition, the LOC, organizes a meeting chaired by the race director and the trail director to which all those participating in the event are invited (competitors, trainers, heads of national selections, LOC members, national federations, etc.).

All teams attend the briefing. Competitors must at least be represented by their trainers.

The following information is provided:

- Presentation of race officials, particularly the jury and ISMF representatives.
- Weather forecasts and snow conditions: snow quantity and quality, forecast temperatures, wind speed, avalanche risks using the European scale, etc. It is advisable that a meteorologist is present in the race (or in direct communication with the race) to predict the weather or snow conditions
- A course description using visual aids (video-projector), specifying change and danger areas, checkpoints and waypoints, technical features of the course and refreshment points.
- Equipment specifically required for the competition.
- Race procedures:
  - o the start (competitor's briefing, inspection of avalanche transceivers and **safety** equipment, warm-up area and procedures, start of the race, etc.);
  - o procedure to follow for competitors who do not finish the race;
  - o information on medical assistance procedures;
  - o cut-off times (if any) and race stoppages;
  - o short notice cancellation procedures;
  - o finish (equipment inspection);
  - o claim procedures.
- Daily event schedule with times and places: breakfast, public transport to and from the competition, car parks, race starts and finishes, anti-doping controls, team leader and jury meetings, results service with groupings and postings, formal ceremonies (awards and prizes), press conferences and other meetings, meals and closing ceremony (if any).

- Race services: place to leave and collect clothing, changing rooms, showers, catering facilities, communication services and all other necessary information.
- Information about good environmental practices to be respected during warm-up and races.

All this information will be displayed on a board before, during and after the race briefing. Another short briefing will also be held just before the start of the race by a member of the LOC.

The LOC reserves the right to change the schedule if necessary, at any time, as long as the changes remain within the bounds defined by race organisation rules. It can decide to implement cut-off times at any moment of the race. It reserves the right to change the event for safety reasons.

A sample of the content of the briefing will be provided by the ISMF to every organization.

Any appeal to the decision of the jury from a coach or a racer, are entrusted to the Court of Arbitration for Sport in Lausanne

It will be necessarily mentioned that in every arrival there is the possibility of having to pass an anti-doping control without warning. In events lasting several days, it is possible every day, at every arrival.

Every competitor has to be able, at the finish line, to present, if required, his/her Passport or National ID card.

If a competitor has to pass an anti doping test, he/she has to be respectful towards the Delegate, the escort, the doctor, etc.

#### *4.5.2. Radio links*

Radio links between the various race areas are compulsory. The LOC must provide radios and the frequency to be used to ISMF officials.

#### *4.5.3. Race closure*

Race closure proceeds under the responsibility of the LOC trail director, the race director, the chairman of the jury and the ISMF technical director.

#### *4.5.4. Event stoppage or cancellation*

In the event of extremely poor weather conditions or for safety reasons or sporting fairness reasons, and in order to guarantee the quality of official ISMF events, the jury must anticipate the possibility of the event being postponed or cancelled. This decision should only be taken in the event of severe conditions and when replacement routes are not adequate when taking into account the travel arrangements and preparation of teams participating in the event.

The race director and/or the chairman of the race jury may stop the competition for safety reasons or sporting fairness. They determine where the race should stop depending on the conditions. In these cases, meeting points will be set up to make sure that all people taking part in the event are accounted for. All competitors, members of technical staff, team managers, controllers, members of the press, of ISMF and of the LOC must go to a meeting point if the race is stopped for safety reasons.

#### *4.5.5. Anti-doping controls*

1. Organisers of competitions announced in the official ISMF calendar will cover the total amount of expenses for anti-doping tests performed during the competition.

This amount includes:

- Payment of the expenses of the accredited laboratory, their travel expenses, fees and/or allowances;
- Any testing equipment used (kits);
- Any other expenses related to anti-doping test procedures during the competition.

Competition organisers may reach agreements with their respective national organisations, in charge of anti-doping issues, in such a way that these organisations might take on the responsibility for anti-doping testing and expenses related to it.

2. Organisers of each race must set up a specific area that is easy to access at the disposal of the person in charge of anti-doping issues where in-competition tests may be performed, in compliance with WADA-AMA technical specifications.

3. The minimal number of tests for events announced in the ISMF calendar, paid for by the organisers or the national federation is of one test per podium for world championships, European championships, youth European championships, continental championships, and world cup races.

4. This is the minimal number of tests guaranteed by race organisers. The organisers are free to increase the number of tests.

5. In accordance with the criteria of anti-doping regulations, decisions concerning the designation and distribution of anti-doping tests for each competition announced in the ISMF calendar will be taken by the ISMF anti-doping committee.

This committee may delegate this role to the person in charge of anti-doping tests or to the person in charge of collecting samples. The designation and distribution of anti-doping tests consists of selecting the athletes to be tested and the criteria used to select these athletes.

## 4.6. Results

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Results will be produced according to the procedure described in the following documents:

- ISMF International Ski Mountaineering Game Rules,
- ISMF rank regulations for international ski mountaineering competitions.

The LOC must make arrangements so that:

- results can be posted in the finish and in the welcome area;
- posting of results is announced;
- the place and time of posting is given.

### **Reminder on claim procedures (see ISMF Game Rules)**

All claims must be submitted in writing:

- by the team head (or the competitor if he/she registered via the LOC);
- to the chairman of the jury;
- at the latest 15 minutes after the official race results are posted;
- accompanied by an amount equivalent to 30 € or 50 CHF in the currency of the country hosting the race, payable to ISMF. This sum is not refunded when the outcome is to the competitor's disadvantage.

The race jury will present a detailed written response within one hour of the claim.

Competitors may appeal according to the disciplinary procedures described in ISMF internal regulations via their national federation.

The jury of the last race will receive claims related to the final world cup ranking.

## 4.7. Official ceremonies

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All official ISMF ceremonies must be organised according to the following rules:

1. The event organiser has the responsibility of organising official ceremonies;
2. Podiums are compulsory for ISMF cups and championships. At the least, the three first individual competitors and teams must be awarded in all categories;
3. A proposal giving the planned date, time and key figures present at the ceremony should be submitted to the ISMF delegate for approval. This proposal should therefore be sent to ISMF (Barcelona offices) at least a month prior to the event.  
ISMF recommends that the prize-giving ceremony should take place at about 2 pm.
4. ISMF logos, banners, etc. (supplied to event organisers prior to the event) should be placed in the best spots.
5. The LOC should appoint an interpreter to translate speeches into English.
6. In the event of a delayed race start, the president of the LOC and the ISMF delegate will, if necessary, settle on a new ceremony time.

Results counting for ISMF rankings are awarded first and according to the following category order:

1. Cadets, ladies,
2. Cadets, men,
3. Juniors, ladies,
4. Juniors, men,
5. Espoirs, ladies,
6. Espoirs, men,
7. Seniors, ladies,
8. Seniors, men.

The award-winners are called for according to their finish: 3<sup>rd</sup>, 2<sup>nd</sup> then 1<sup>st</sup>.

Prizes are awarded by the highest authority, under the responsibility of the ISMF delegate and the president of the LOC. The names of the people to award the prizes should be communicated the day before the event takes place. A typical manner for awarding prizes is:

1. third prize awarded by a representative of the national federation hosting the event;
2. second prize awarded by a representative of authorities from the host country;
3. first prize awarded by the ISMF delegate.

ISMF awards should always be the first to be awarded during the ceremony.

For results that do not count towards ISMF ranking, the LOC can organise prize-giving as wanted.

## 4.8. Prize money

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A minimal amount of prize money is fixed by ISMF.

Equality in prizes for podiums

It is possible that an espoir competitor can win 2 prize money, senior and espoir

- For individual and vertical races:  
Minimum of 6 200 € total cumulative prize money, for men and women  
Of which a minimum of 1100 € for 1<sup>st</sup> place, 825 € for 2<sup>nd</sup> place, 575 € for 3<sup>d</sup>,  
Prize-money is awarded to at the least the first 6 places.  
For espoirs, juniors and cadets, both men and women, prizes are not money-based.
- For team races:  
Minimum of 13 000 € total cumulative prize money, for men and women  
Of which a minimum of 2200 € for 1<sup>st</sup> place, 1775 € for 2<sup>nd</sup> place, 1150 € for 3<sup>d</sup> place,  
Prize-money is awarded to the first 6 teams.  
For espoirs, juniors and cadets, both men and women, prizes are not money-based.

The LOC will pay the prize money directly to the competitors during the prize-giving ceremony.

At the giving-prize ceremony the presence of the rewarded competitors is mandatory, except that an exceptional request is done to the president of the jury.

## 5. ENVIRONMENTAL ISSUES

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The LOC must take all necessary measures to conform with ISMF recommendations (1994), as well as to the 21 directives of the IOC Agenda 21 (1999) and local laws and regulations.

In particular, the LOC should:

- Avoid designing routes that cross areas with sensitive ecosystems.
- Discourage spectators from entering areas with sensitive ecosystems.
- No deforestation or harm to reforestation areas.
- Ecologically sensitive areas must be protected.
- If necessary, areas open to spectators and the media should be restricted.
- The event should be prepared in collaboration with (and not to the detriment of) any other activities organised in the mountain range.
- The acoustic impact of the event should be particularly reduced.
- Mechanical means should be minimised (helicopters, snow ploughs, snow scooters, etc.).
- Explosives are not to be used to trigger avalanches outside of ski resorts except if the LOC is authorised to trigger avalanches.
- Provide sufficient amenities for the number of spectators and participants expected: toilets, specific public transport (buses) to and from start and finish areas, information about existing public transport (trains, buses, etc.).
- Rapid removal of race marking at the end of the race.
- Rapid removal of all waste material discarded by spectators and participants.
- Monitoring for waste material must continue even once the event is finished. Depending on the location and weather conditions, inspections and extra waste material removal might be necessary during the summer season.
- No sound systems or billing outside of start and finish areas.
- Billing boards and other means of advertising must be confined to the start and finish areas and to ski resort trails.

- Members of press and spectators must be informed on the importance of regulations for protecting the environment.
- Protection of ecologically sensitive areas must be ensured by quality trail design and proper route marking.
- Only natural biodegradable products should be used for marking on snow.
- The flora must be protected. Zones that are not or only partially covered by snow must be prepared. If there is insufficient snow coverage, then the event should be cancelled or take place in another location.
- The organisers must ensure that athletes, supporters, spectators and the press remain on the course.

## 6. RACE SAFETY

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### 6.1. Rescue and emergencies

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The LOC must provide means of rescue according to directives of the host country including:

- a rescue plan (the medical organisation planned for the event, relations with emergency services and hospital admissions);
- agreements involving specialised services;
- agreements with the services of nearby ski resorts.
- 

The LOC must not encourage spectators to approach areas deemed to be dangerous by the LOC technical staff.

### 6.2. Medical organisation

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Together with the race doctor (specialized in sports and mountain medicine), the LOC must organise the appropriate medical facilities for the competition:

- First-aid stands manned by trained staff;
- Medical equipment (with instructions) handed out to LOC members posted on the course (technical and sports committee);
- Facilities for anti-doping tests (see §4.5.5.);
- A medical assistance area;
- Relations with the emergency services of the nearest hospital.

### 6.3. Safety committee

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This committee operates under the responsibility of the LOC, the national federation organising the event and the local authorities of the host country.

The role of this committee is particularly to:

- Approve the different routes;
- Approve the general organization of the event in terms of safety: protection of competitors, spectators and organisers, etc.;
- Approve the organisation planned for rescue and emergencies;
- Decide whether to cancel or modify the event, to use alternative routes in liaison with the ISMF technical delegate;
- Ensure that slopes on the course showing obvious risks of avalanches are avoided or made secure;
- The safety committee will regularly inform ISMF of any actions taken such as police controls, safety, evacuation plans, etc.

The safety committee is composed of:

- A representative of local authorities (most often the town mayor in Europe);
- The LOC president;
- The LOC trail director;
- The head of the LOC rescue team;
- Officials from state rescue services;
- The LOC race director;
- The chairman of the jury;
- The director of the local ski resort;

- The LOC race doctor;
- A delegate from the national federation;
- A national technical delegate;
- The ISMF technical delegate.

The minutes of safety committee's meetings must be written up and filed by the LOC.

## 7. COMMUNICATION / PROMOTION / PARTNERSHIP

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### 7.1. Communication

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**A good connection Internet by ADSL (with WIFI) is recommended.**

#### 7.1.1. Press officers

The LOC press officer:

He/she is clearly appointed by the LOC and the national federation.

The LOC is responsible for ensuring the recruitment, the quality of work and the salary of the press officer.

The press officer must:

- Draw up the press kit;
- Write press releases;
- Organise press conferences;
- Greet journalists from all the Medias: TV, radio, written press, photographers, etc.;
- Monitor press relations;
- Ensure that race results are communicated to all medias;
- Ensure that race results are communicated to the national federation;
- Ensure that journalists receive proper accreditations;
- Ensure that ISMF, national federation and LOC partners are promoted appropriately,
- Work in cooperation with the ISMF press officer and provide him/her with all press releases, images or other material.

The ISMF press officer:

The ISMF press officer will make all the necessary arrangements to communicate written, oral or televised news to the press as well as to national federations.

For this, he/she will stay in contact with the LOC press officer.

#### 7.1.2. Press kit

The LOC will prepare a press kit that must be sent to ISMF before 1<sup>st</sup> June during the year before the race. ISMF is responsible for sending this kit for international press coverage, and the LOC is responsible for sending it for national press coverage.

If ISMF has an official partner, it is responsible for adding its own information to the press kit.

#### 7.1.3. Press releases

Press releases will be prepared jointly by the LOC press officer and/or the national federation and ISMF.

At the end of the event, the LOC press officer must provide the ISMF press officer with all press releases, images, results and any other information on the competition that might interest the press by fax or email or any other means. The ISMF press officer will then send this information to international press agencies.

All press releases must be communicated on paper with the ISMF letterhead.

#### 7.1.4. Press conferences

The LOC organises press conferences to present the event. ISMF must be informed of these conferences so that they may be prepared jointly.

ISMF may delegate one or 2 officials who will join the press conference.

### *7.1.5. Journalists and photographers*

The LOC will prepare accreditations for journalists and photographers upon presentation of their press cards. The LOC will set up a press room with free Internet access (broad band), preferably with a WIFI connection. The LOC press officer is in charge of greeting journalists and assisting them in their work. The LOC press officer will provide them with provisional results as well as with final rankings at the end of the competition and any other documents available on the race and the competitors.

### *7.1.6. Radios*

ISMF will take part in all contacts with national radios or in any interviews of national scope.

### *7.1.7. Television*

ISMF will take part in all contacts with national television channels or in any interviews of national scope.

## 7.2. Promotion of the event

All documents related to communication about the competition must be drawn up according to the ISMF Design Manual.

In all cases a draft copies will be sent upon registration of the event in the ISMF calendar, and prior to printing, for information and comments.

The ISMF logo must appear on all promotional tools at the best position.

The LOC may benefit from preferential prices for advertising in ISMF documents.

Upon event closure, the LOC must send a final report which may be used as a reference document for the promotion of ski mountaineering. The LOC must ensure that all photos, films, videos, etc. provided are not subject to copyright.

### *7.2.1. The ISMF logo*

The ISMF logo must appear on all promotional tools:

- Posters,
- Flyers,
- The event programme,
- The ISMF flags must be present at the briefing, start area, finish area and the prize-giving ceremony.
- Official result lists,
- All documented related to the competition,
- Official dress,
- Press kit, etc.

The logo should be positioned distinctly from other logos and be at least of the same size as national federation and LOC logos.

Draft copies should be sent to ISMF before proofs for printing are signed.

### *7.2.2. The event programme*

The LOC is responsible for the event programme and is free to choose a provider to create it.

The content of the programme is set by the LOC. Nevertheless three pages must necessarily be reserved:

- 1 page for an editorial by the president of ISMF,
- 1 page for the president of the national federation,
- 1 page for national federation partners.

The national federation and ISMF must provide the necessary files for these pages. Space allotments may be reviewed depending on the length of the programme. The event programme should follow the design described in the ISMF design manual.

### 7.2.3. Acknowledgements

The competition speaker must not fail to mention:

- ISMF,
- the national federation,
- ISMF and national federation partners,
- LOC partners.

## 7.3. Partners

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General principles: all contracts (of any type) signed by ISMF, bind both the LOC and the national federation.

ISMF will provide a list of partners and their activities to the LOC.

Any partnership or advertising that might conflict with the activities of the main ISMF partners is forbidden.

All advertising deemed inappropriate for health or moral reasons is forbidden.

### 7.3.1. Different means of advertising:

- Advertising on equipment and clothing is restricted to use by national federations;
- When advertising using bill boards or banners (which obstruct the jury's and/or spectator's viewing point) a space corresponding to 20% of board surface must be reserved for ISMF.

The standard size for bill boards is 1m in height and 3m in width.

Each partner is responsible for providing its own bill boards and banners.

An official ISMF banner must be placed in a clearly visible manner at both start and finish areas, as well as in the podium background.

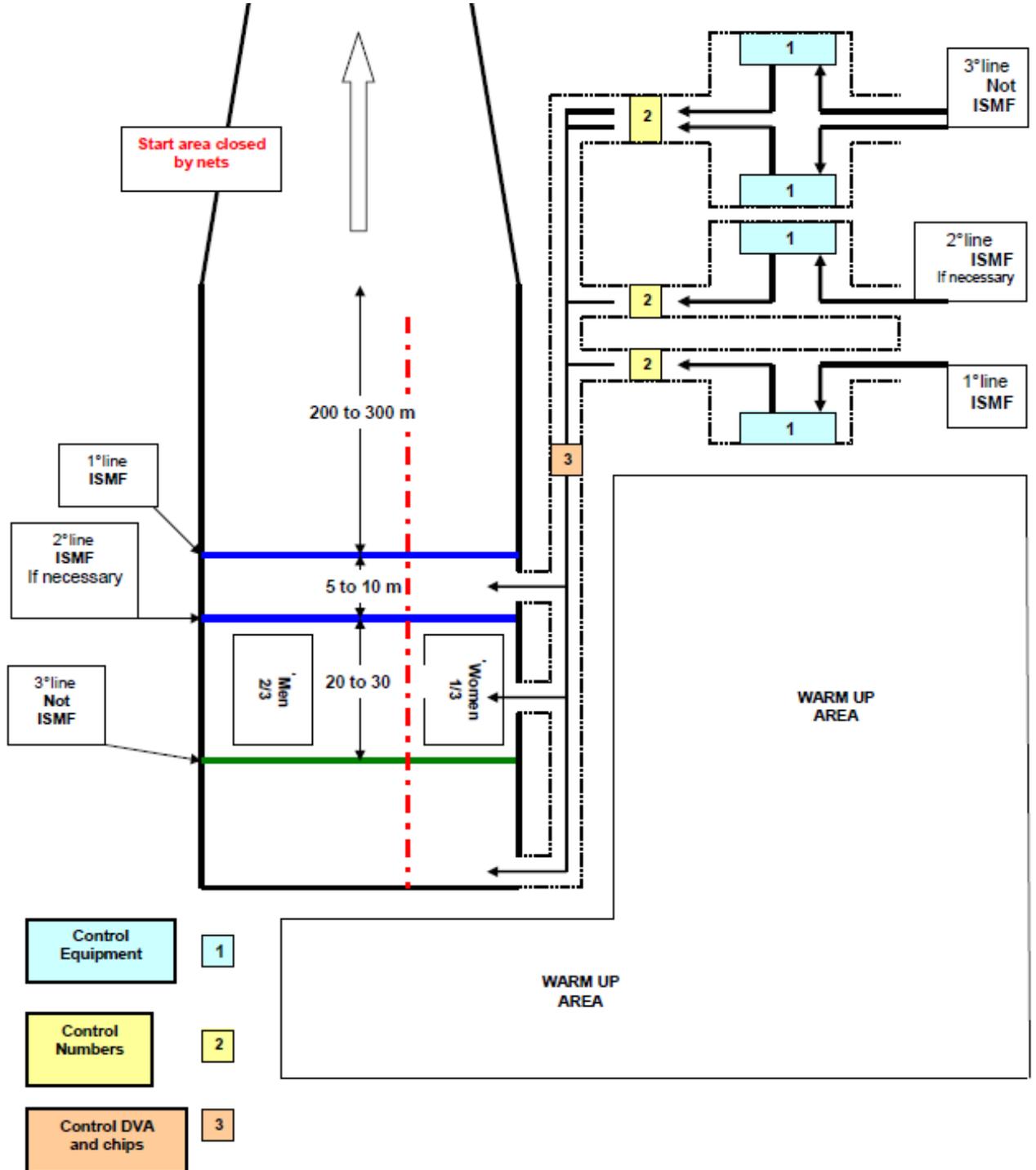
- Seats in stands: the LOC will reserve, free of charge, places in the stands for each partner.
- The same rules apply to sound advertising.

### 7.3.2. LOC and ISMF guests

The LOC must organise a meal for the competitors, officials and guests.

The LOC must get in touch with ISMF in order to invite international personalities.

## 8. Appendix 1: Start Area



## 9. Appendix 2: Control Sheet

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**Name/number of checkpoint or waypoint:** \_\_\_\_\_

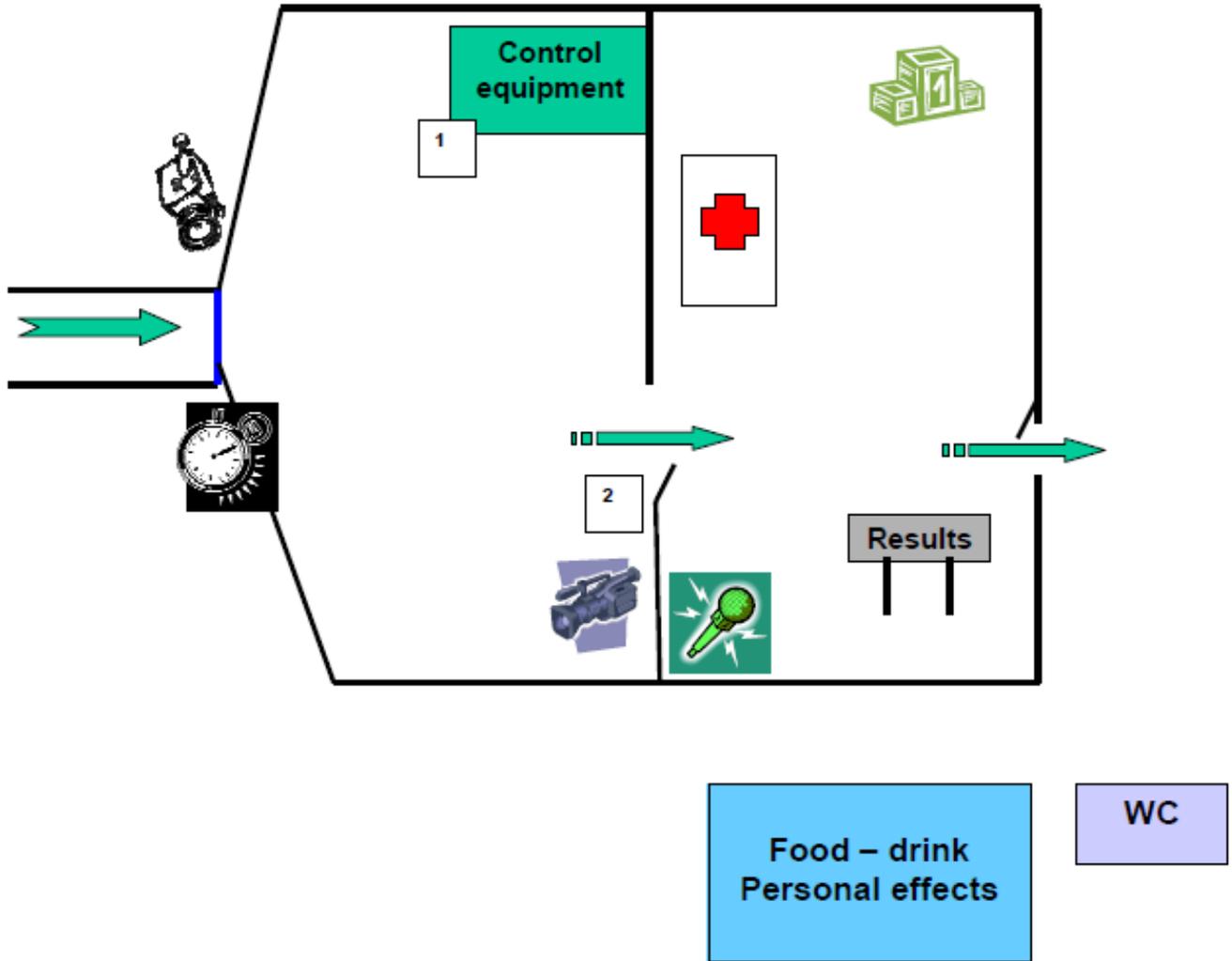
**Route:** \_\_\_\_\_

**Point chief:** \_\_\_\_\_

**Referees:** \_\_\_\_\_

Rank	Hours	Minutes	Competitor		Rank	Hours	Minutes	Competitor	
			Num.	Comments				Num.	Comments
1					17				
2					18				
3					19				
4					20				
5					21				
6					22				
7					23				
8					24				
9					25				
10					26				
11					27				
12					28				
13					29				
14					30				
15					31				
16					32				

## 10. Appendix 3: Finish area







## 12. Appendix 5: Special motion for Asia (*China and South Korea*)

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Motion submitted by the Technical Committee because of the specific conditions encountered in ASIA.  
**(China and South Korea)**

Request for a temporary change in Game Rules as described hereafter:

Add the following lines which will only apply to Asia, **(China and South Korea)** defined according to the IOC classification, at the end of paragraph 4.1: "When a course has been designed on ski trails within a ski resort and if competition organisers consider that no avalanche risk exists, then the following equipment may be excluded from the list of compulsory equipment: avalanche transceiver (ARVA), snow shovel and snow probe.

The organiser must submit these temporary changes in game rules to the ISMF regulations committee and must obtain approval from the ISMF technical director when registering the race.