



Race Organizing Committees (ROCs) implementing Fédération Internationale de Ski (FIS) and national points race events are expected to meet the following requirements, to ensure that all events are delivered at consistent standards. These are operational guidelines – always refer to the current rules as stated in the FIS International Competition Rules (ICR) and other FIS documents (e.g. Timing Booklet), Alpine Canada Alpin (ACA) National Competition Rules (NCR), and Alpine Ontario Alpin (AOA) Provincial Competition Rules (PCR).

## REVENUE

### RACE ENTRY FEE

Category	Race Entry Fee 2025-2026 <u>Maximum</u> to be collected by ROC (includes lift ticket)
U12	\$55 + \$7.15 HST = \$62.15
U14 U16 U18	\$65 + \$8.45 HST = \$73.45 Tech \$75.00 + \$9.75 HST = \$84.75 Speed
FIS	\$80 + \$10.40 HST = \$90.40

**\*\*Note:** For events featuring two codexed races on the same day, the cost of the second race should be adjusted by subtracting the value of the included lift ticket for that venue.

## EXPENSES

### FIS TD ACCOMMODATIONS

Note that ROCs are responsible for FIS TD accommodations – reservations and payment, as required. Confirm itinerary with TD in advance.

### CODEX FEES

ROCs may be charged Codex Fees by their division for national points races, which are determined by each division and may cover reimbursement of TD expenses, or other expenses as established by the Division.

ROCs will be charged FIS Codex Fees by the North American FIS TD Working Group (NAFISTDWG). ROCs will be charged FIS calendar fees by AOA (at end of season).



## AOA LEVY

ROCs will be charged \$10 per competitor per codex by AOA (at the end of the season) for OCUP races. At events that host two codexed races on the same day, the AOA levy will only be charged on the first of the two races.

## LIFT TICKETS

ROCs will provide lift tickets at no cost for the TD, and AOA representatives attending events. The number required will be communicated by AOA at least one (1) week prior to the event.

On a case by case basis, ROCs will provide lift tickets at no cost for sponsor representatives attending events. The number required will be communicated by AOA at least one (1) week prior to the event.

## AOA DELIVERABLES

### BIBS, AWARDS, PRIZES

AOA will provide bib sets and medals in sufficient quantity for all OCUP race events. AOA will provide bib sets and medals on behalf of the SOD Division for all U12 Development and SCUP races. Use of bibs other than the set assigned by AOA will incur a fine of \$100 per codex. AOA will provide prizes, if applicable.

## EQUIPMENT & SUPPLIES

Equipment and supplies should be checked in advance to allow for securing more if required. All equipment should be in good condition and stocked in sufficient quantity for event requirements and replacements as necessary.

1. drill, bit, ice auger
2. shovel, rake, float, snow blower, shaper
3. dye sprayer / dye, antifreeze
4. saw, chainsaw, pick
5. bucket, spreader / chemical
6. mallet / wedges, 2x2 posts

## SECURITY

1. B net for course security
2. C net for crowd control
3. willy bag, triangular pad



## COURSE

1. Poles appropriate for race category. See Provincial Competition Rules (NOTE poles used with panels should not have adhesive residue)
2. Panels appropriate for race category meeting the required standards

## TIMING

1. working timing/communications cable on the race run
2. 2 4x4 post
3. 2 start gates, wand (spare in case of replacement)
4. 2 homologated timers with printers (A, B)
5. 2 manual timers with time of day (start, finish)
6. 2 photocell sets (throughput) (see 2x2 above)
7. timing computer(s) with current software (see below)
8. display (electronic or manual)
9. conduit, bamboo, stab in
10. cables, power cords, outlets
11. batteries, electrical tape

## ADMINISTRATION

1. admin computer with current software and data (see below)
2. printer, scanner, copier / paper, ink
3. cables, power cords, outlets
4. batteries, office supplies

## HOMOLOGATION

For national points races, apply [NCR](#) and [PCR](#) Guidelines. Check FIS homologations for:  
(Course FIS homologations (technical) expire in ten (10) years – check date)

Timing [FIS-Ski.com > Alpine > Timing & Data > Homologated Timing Equipment](https://www.fis-ski.com/Alpine/Timing-Data/Homologated-Timing-Equipment)

Poles [FIS-Ski.com > Alpine > Documents > Homologations](https://www.fis-ski.com/Alpine/Documents/Homologations)

Panels [FIS-Ski.com > Alpine > Documents > Homologations](https://www.fis-ski.com/Alpine/Documents/Homologations)

Check FIS information for Safety Material List [FIS-Ski.com > Alpine > Documents > Information & Guidelines](https://www.fis-ski.com/Alpine/Documents/Information-Guidelines)



## SOFTWARE

1. Dongles with valid licenses
2. Operating system updates current, to avoid delays
3. Current version of software
  1. Results
  2. Timing
  3. FIS Timing Report

## EVENT

### BIBS

ROCs should obtain bibs from AOA prior to the first Team Captains' Meeting. Bibs should be sorted (and cleaned, if necessary), to be returned to AOA within 2 days of race completion. ROCs should announce missing bibs at the Awards in an attempt to retrieve the bib. ROCs will send an email to the club of the athlete assigned the missing bib, and cc: [memberservices@alpineontario.ca](mailto:memberservices@alpineontario.ca). **When returning bibs to AOA, include a start list highlighting missing bibs.** If the bib is still missing before the bib set is used next, the club of the athlete assigned the missing bib will incur a fine of \$25.

### AWARDS

Medals will be picked up at AOA before the race. Awards should be presented within 30 minutes of race completion.

### DATA

Check correct data is being used in all race files and documents

1. Codex
2. Course Homologation
3. FIS TD number if applicable
4. Points List – date and event
5. Penalty calculation constants (F, Z, adder) from 1<sup>st</sup> Page of FIS points list

### RACE DOCUMENTS

Use Race Documents available at Official Resources section of AOA website ([FIS and national points races](#)) or [FIS Alpine Documents](#).



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## RACE NOTICE

Submit the Race Notice to AOA for approval (word doc format) and posting to AOA Events calendar at least 4 (four) weeks prior to the event, cc: TD for their information.

1. Race Entry Fee as listed (see above)
2. Race Entry Deadline is 5 days prior to Team Captains' Meeting for national points races
3. Race Entry Deadline is 48-24 hours prior to first Team Captains' Meeting for FIS races
4. Team Captains' Meeting should be scheduled with consideration for team captains travelling from other events or their home resort. By Zoom, Teams Meet, Google Meet (virtual) are options.
5. Visitors Information e.g. packages for Accommodation, Food and Beverage, resort information such as parking, change area, storage, lift rules, food and beverage service, etc. Visitors' information should be available during virtual Team Captain's meetings.
6. Volunteer contact information should be included.
7. Include coach verification requirements

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## MEDICAL PLAN

ROCs must have a Medical Plan to present at the Team Captains' Meeting.

## RACE PERSONNEL

Race personnel should be active ACA Officials, with the appropriate level where indicated.

ROCs must provide at least three (3) forerunners who have the skiing ability to ski the course in a racing manner. FIS race forerunners must have signed the FIS Athletes Declaration. National points race forerunners must have an active ACA license.

## COACH VERIFICATION

For all AOA sanctioned events, coaches may be required to show proof of membership and licensing status. Coaches must:

1. Have a current coach membership with ACA-CSC (Canada Ski Coaches) in snowreg
2. Be a licensed ACA-CSC coach in Snowreg as of Jan 31 of the current season
3. Be able to show proof of up-to-date Snowreg. Coaches can download their ACA-CSC memberships into their Apple wallet or Google wallet on their device.

Coaches may be asked by AOA or Hosting club to verify or show accreditation to receive lift tickets or gain access to the training/racing environment at AOA sanctioned events.

## REFEREE ASSIGNMENTS

# Race Event



# Guidelines 2025-26

Referees will be assigned at the Team Captains' Meeting. AOA Referees Assignment for OCUP will apply for national points races.

## RESULTS

Results should be processed by upload to [AlpinePoints.ca Results Upload](https://alpinepoints.ca/ResultsUpload) or by email to [AlpineResults@FISski.CH](mailto:AlpineResults@FISski.CH) within one (1) hour of race completion.

## RACE DOCUMENT PACKET

Create a Race Packet for each codex by scanning all documents into one (1) .pdf file. Check all signatures have been recorded. Name the file using the race codex e.g. <<0567.pdf>>. Email the file to [AlpineResultsON@gmail.com](mailto:AlpineResultsON@gmail.com), and cc: ROC, Chief of Race, and TD if required.

## SPONSORS

### SPONSOR CLEARANCE WITH RESORT

ROCs should be in communication with the resort to confirm that AOA sponsor materials can be used at the resort, in the Finish Area and the Podium Area.

### ATHLETE SOUVENIRS

Athlete souvenirs for distribution should only be secured through AOA sponsorships, or cleared with AOA prior to the event, and must be from an AOA non-competing brand/sponsor. ROCs are encouraged to apply resources toward reduced Race Entry Fee, volunteer recognition, or event development.

### ACTIVATION

Confirm activation information with AOA office at least one (1) week prior to the event. ROCs should set up sponsor flags in Finish Area and Podium Area.

### 2025-2026 SPONSORS

Category	Bib Sponsor	GS Gate Panels	Flags & Banners	Awards
U12	Skiis&Biikes or Mackenzie	Mackenzie	Mackenzie,	10th - 4th are recognized, 3rd - 1st receive medals
U14	Skiis&Biikes or Mackenzie		Skiis&Biikes,	
U16/ U18	Mackenzie		Fasken, Normerica,	

# Race Event



# Guidelines 2025-26

U18	Mackenzie	Karbon, White Raven	5th - 4th are recognized, 3rd - 1 <sup>st</sup> receive medals
FIS	Mackenzie		U18 & OPEN 5th - 4th are recognized, 3rd - 1 <sup>st</sup> receive medals, + Biggest Mover (OPEN)

## RESOURCES

[AOA Officials](#)

[ACA Officials](#)

[SAIP Insurance](#)

[ACA National Competition Rules \(NCR\)](#)

[FIS](#)

[Technical Data & Course Setting Table](#) page 39

[Provincial Competition Rules \(PCR\)](#)