

Guidelines for the Organisation, Education and Appointment of IPC Nordic Technical Delegates

These guidelines provide the criteria for the

- Organisation and tracking of IPC Nordic Technical Delegates
- Education of candidates
- Selection of the candidates
- Appointment of IPC Nordic Technical Delegates
- Further education and training of IPC Nordic Technical Delegates

The goal of these guidelines is to raise the standard of training and education to the highest possible level for all IPC Nordic Technical Delegates (IPC TDs).

The Authority of the Technical Delegate

The IPC TD is the delegate of the IPC to the organising body and is a guarantor for the IPC that the competition is conducted in accordance with the IPC Nordic rules. The TD must be a registered or licensed IPC TD.

1. The Technical Delegate Organisation Structure.

- 1.1. The responsibility for all TD matters belongs to the IPC Nordic Skiing Sports Technical Committee.
- 1.2. The Head of Technical Control, appointed by IPC Governing Board prepares the material and proposals on TD matters for each Nordic Skiing Sport Technical Committee meeting.

2. The Process of TD Education

- 2.1. The process of TD Education provides the TD with necessary theoretical and practical knowledge so that they are able to carry out their assigned duties at IPC sanctioned competitions.
 - 2.1.1. **Registered IPC Nordic TD (WC)**

To become a registered IPC Nordic TD an individual must be certified by the National Association as a **National Cross-Country Skiing or Biathlon TD**. They then can be selected to attend an approved IPC education seminar and serve in the jury of at least one IPC WC as Assistant TD. The supervising TD at the WC may then nominate the candidate to be appointed by the IPC Nordic Skiing Head of Technical Control as a Registered IPC TD. Registered IPC TDs can be appointed to work as TD for IPC World Cup competitions.
 - 2.1.2. **Licensed IPC TD (WCH&PWG)**

For a registered IPC TD to acquire an IPC TD license he/she must be a registered FIS (Cross-Country Skiing) or IBU (Biathlon) TD. They then can be selected to attend an approved IPC education seminar and serve in the jury of WCH or PWG. After this the supervising WCH or PWG TD can nominate him/her to be appointed

as a Licensed IPC TD by the IPC Nordic Skiing Sport Technical Committee. A Licensed IPC TD can be appointed to work as a TD or Race director for IPC Nordic Races, Continental Cups, WC, World Championships or Paralympic Winter Games.

2.2. Criteria for the Selection of TD Candidates

- 2.2.1. TD candidates should be recruited from active members of the IPC / FIS / IBU or National Ski Associations. Ideal candidates are former CC international level competitors, team leaders, coaches and Chiefs of Competition. Candidates without these qualifications will only be considered if they have extensive experience in organizing ski competitions.
- 2.2.2. The candidate must be capable of conducting meetings in English.
- 2.2.3. The candidate must be able to ski all types of courses in both techniques.
- 2.2.4. The candidate must be able to make independent decisions and to lead meetings.
- 2.2.5. The candidate must be active in CC skiing or Biathlon year round and be able and ready to accept at least one TD assignments during the season at international levels.
- 2.2.6. The candidate must have a profound knowledge of the IPC Nordic Skiing Rules before attending an IPC seminar.

2.3. Education Requirements, Timelines and Control

2.3.1. Timeline for the education of TDs:

At least every two years IPC will organize a seminar for IPC TDs. The seminar will be conducted by the Head of Technical Control who will be responsible for the agenda, the guest lecturers and the procurement and distribution of the educational material. One member of the Sports Technical Committee should be present as a lecturer.

Training for TD candidates:

TD candidates must be nominated by their National Ski Associations or their National Paralympic Committee in order to attend an IPC TD seminar. Assistance of a registered or licensed TD must be documented by the TD in the TD report and in an additional report to the Head of Technical Control.

The TD report shall include the following points:

Name:

Date:

Competition:

Duties:

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| 1 | Cooperation with OC : |
| 2 | Knowledge of IPC competition formats : |
| 3 | Knowledge of IPC Nordic Rules : |
| 4 | Knowledge of course preparation & IPC homologation : |
| 5 | Assured manner in Jury/Team Captain's meeting : |
| 6 | Dealing with problems : |
| 7 | Controls : |
| 8 | Ability of communication : |

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| 9 | Feedback OC : |
| 10 | Overall assessment : |

2.3.4 The TD Seminar:

The seminar should be organised at a minimum every two years in late autumn or early winter. The duration of the seminar should at least be two days (starting either on Friday evening or Saturday morning and ending on Sunday). The goal of the education and training is to enable the TD to understand, interpret and apply IPC Nordic Skiing Rules and Guidelines. A programme and written educational materials prepared by the seminar leader should be distributed prior to the beginning of the seminar.

2.3.5 Further Education and Training

All licensed and registered TDs should attend a seminar every two years. The seminars will assure that the TDs are provided with the latest information, additions to and changes of rules and the latest versions of the guidelines. A review of personal experiences from the previous season and information on the interpretation of the rules should be made every year.

2.3.6 The License

The license is valid for two years and must be renovated at a IPCNS TD seminar. The IPC Headquarters will maintain records of the TD seminar attendance and current TD licence holders. Should a TD not be able to attend a seminar within two years he/she must notify the IPC Headquarters and his/her license will be marked as inactive. An inactive license can be renewed by attending an IPC TD Seminar.

If a TD does not attend a seminar in four years he/she will lose his/her license. Any TD losing his/her license must go through the complete licensing process as explained in the previous articles.

3. Appointment of TDs

TDs for the PWG will be proposed by the IPC Nordic Sports Technical Committee to the IPC Governing Board who will formally appoint the TDs.

TDs for World Cup and WCH will be proposed by the Head of Technical Control to the IPC Nordic STC.

Beginning with the season 2010 / 11, all IPC sanctioned WC, WCH, and PWG must have IPC registered or licensed TDs for WC and IPC licensed TDs for PWG and WCH.