



INTRODUCTION TO SKI RACING: COMPETITION OFFICIAL - ALPINE

2019-2020

REFERENCE GUIDE

This Reference Guide serves as an introduction to ski racing for parents and new officials. Downloading, printing, and reading the Reference Guide must not be substituted* for actual attendance at an approved Alpine Officials' Clinic or used as a replacement for actual instruction at an approved Alpine Officials' Clinic.

** In accordance with Division/Region requirements, actual clinic attendance may be replaced with successful completion of the Alpine Officials' Education Working Group's online Competition Official presentation.*

Competition Official certification is one of the prerequisites for certification in the following specialty areas:

Chief of Course
Chief of Race
Jury Advisor – Start and Finish Referee**
Race Administration/Data Management
Referee
Timing & Calculations
Technical Delegate

** Part of Referee Training

Please refer to the current edition of the **Alpine Officials' Certification Guidelines** in "Master Packet of Forms" (MPF), for additional requirements of each specialty area.

New officials should work 1-2 days in each area: Gate Judge, course maintenance under direction of the Chief of Course, assisting the Chief of Race, assisting the Race Secretary, and assisting the Chief of Timing and Calculations. This will provide a good idea of what an individual does or does NOT want to do as an official.

Assisting these officials and/or serving in the capacity of a Gate Judge, Jury Secretary, Assistant Starter, Starter, manual timekeeper, course crew, etc., may be recognized for advancement in Competition Official category (CO). *U.S. Ski & Snowboard Official membership required.*

An updated presentation for Gate Judge Instruction, "**Gate Judges - The Most Important People on the Hill,**" is available on the U.S. Ski & Snowboard website.

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

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U.S. SKI & SNOWBOARD

INTRODUCTION TO SKI RACING: COMPETITION OFFICIAL - ALPINE 2019-2020

REFERENCE DOCUMENTS:

The following reference items can be found at the end of this Reference 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” (MPF) which can be found on the U.S. Ski & Snowboard website. It is suggested that forms be printed for easy reference while using the Study Guide.

Abbreviations and Terminology

Personnel at the Race

34. Report by the Referee

29. Start/Finish Timekeeper Recording Form

60. & 61. “Fault Only” Gate Judge Card (Gate Keeper) and Instructions*

62. & 63. “Fault/No Fault” Gate Judge Card (Gate Keeper) and Instructions*

70. Alpine Official’s Personal Activity Record

71. Alpine Official’s Recommendation Form

19. Volunteer Competition Worker Registration Form

*Includes instructions for hiking for single-pole Slalom

I. RULES AND REGULATIONS

It is the responsibility of every official and competitor to know, understand, and abide by the rules for the sport. One of the questions most often asked by people new to the world of ski racing is, “Where do all these rules come from?” In overview form, this is an outline of the various sources of rules and guidelines.

International Rules – FIS International Rules of Competition (ICR):

The *Federation Internationale de Ski*, known as FIS (pronounced “fiss”), is the world governing body of ski racing. It establishes the standards to which all national governing bodies must conform.

The International Ski Competition Rules, also known as the ICR, is published by the FIS Office; “Precisions,” (updates) if required, are published prior to the start of the competition season. Updated publications are posted on the FIS website at fis-ski.com and are also available through a link on the U.S. Ski & Snowboard website. *The FIS Office is the only valid source for official rules governing a FIS event.*

The ICR forms the basis for all alpine ski competitions sanctioned by a national governing body. “Precisions” are published twice a season; once in early summer for the Southern Hemisphere and again in the fall for the Northern Hemisphere.

FIS also publishes other rule books which address specific topics and particular requirements for different levels of competition. These include, but are not limited to, Rules of the FIS Points, Rules for the Alpine FIS Continental Cups, Rules for the Alpine FIS Ski World Cup, and Specifications for Competition Equipment. These rule books are updated every season; if additional updates are required, they are published in the “Precisions.”

U.S. Ski & Snowboard Rules:

U.S. Ski & Snowboard is the national governing body (NGB) for the sports of skiing and snowboarding in the United States. It establishes the standards to which all Regions/Divisions must conform.

U.S. Ski & Snowboard, in conjunction with the United States Olympic Committee (USOC) and the International Olympic Committee (IOC), sponsors the U.S. Ski Team, as well as any World Cup, World Championship and Olympic competitions held in this country.

U.S. Ski & Snowboard publishes its alpine rules and regulations as the U.S. Ski & Snowboard Alpine Competition Regulations or ACR. * [These rules and regulations are not applicable at FIS events.] The numbering of the ACR mirrors, when possible, ICR rule numbering, and U.S. Ski & Snowboard exceptions to these rules are identified with a “U” preceding the rule number; the “U” is a part of the U.S. Ski & Snowboard rule number. **The FIS International Competition Regulations (ICR) and adjuncts shall govern any and all issues not addressed therein.*

Region/Division Rules:

Each Region/Division may also publish rules for competitions held in their respective areas. These rules are limited in scope, govern eligibility requirements and may also amend certain restrictions within age classes. Region/Division rules are usually published annually in a handbook and may also be found on U.S. Ski & Snowboard Region/Division websites.,

Local Rules:

Local rules are published in the material distributed for individual events; this material is often referred to as the event “Race Announcement,” “Fact Sheet,” or “daily Program.” These rules govern such matters as the local ski area rules and regulations, restrictions for lift access, deposits required for racing bibs, and other issues related to a specific event.

II. THE AGE CLASSES

Ski racing is structured to provide a progression of basic skills and racing ability through the course of a competitor’s career. Competition is a necessary element of all ski racing; however, results are not emphasized at the younger age levels. The youngest athletes are nurtured and reaffirmed; fun and personal improvement are emphasized over results.

Athletes are taught the fundamentals and basic skill required for ski racing. As they mature, advanced skills are introduced as is developmentally appropriate, and they are exposed to more intense levels of competition where their skills are challenged to greater degrees.

A competitor’s age class is determined by their age on December 31 of the current competition season. *The current competition season is 2019-2020, so a competitor’s age class is determined by actual age on December 31, 2019.*

Instructional Level – U12:

U12 athletes are 12 years of age and younger. Although only one membership category is published for this age group, Organizing Committees organize events to allow for U10 (under 10) and possibly U8 (under 8), recognition. If the three age groups are competing, course setting will be governed by U10 course setting specifications.

This first level establishes a forum for teaching fundamentals and basic racing skills and for having fun.

These younger athletes compete at an instructional level. Racecourses are basic and are set to test a range of fundamental skills. There is an emphasis on fun and improvement of fundamental skiing and racing skills.

Competitors at this level may not be allowed to employ specialized equipment. For example, use of speed suits and ski wax may be limited or discouraged, and only one pair of skis may be allowed per an event's course inspection(s) and competition.

U14 Competitive Level:

U14 (under 14), athletes are 12 and 13 years of age.

This is the first competitive level in which all event types are explored. Racecourses follow the U.S. Ski & Snowboard specifications. Timing is used for events at this level, and some Regions/Divisions allow these events to be scored to the National Points System (NPS).

Results are recognized with trophies and/or medals in the same manner as in upper-level races. The emphasis is on fun and improvement through the use of advanced skills.

U16 & over Competitive Level:

U16 and over are athletes 14 and 15 years of age and older; and Senior athletes are 21 years of age and older.

U16 is the first competitive level where races are scored, and competitors can earn points by which they are ranked at the national (U.S. Ski & Snowboard) level.

Athletes 16 years of age as of December 31 of the current competition season and older can earn such seeding points at the national (U.S. Ski & Snowboard) level and, if they chose to register as a FIS athlete, at the international (FIS) levels. At these levels, seed points are used to rank competitors for first-run start orders. Racecourses follow the U.S. Ski & Snowboard and, when applicable, the FIS specifications and are set according to the level of competition as well as the ability of the field.

The emphasis is on advancing multi-event racing skills and preparing athletes for competing in upper-level events.

Other U.S. Ski & Snowboard Racing Opportunities:

Collegiate Ski Competition:

Collegiate ski competition is an important part of the sport in the United States as it provides post-secondary school age competitors the opportunity to continue their ambitions in ski racing while pursuing goals in education. College athletes who are U.S. Ski & Snowboard competitor members have access to the U.S. Ski & Snowboard National Points List. Many college meets are scored for U.S. Ski & Snowboard points while some meets are organized as FIS-University events where FIS points and international rankings may be achieved.

There are two national collegiate programs: The National Collegiate Athletic Association (NCAA), and the U.S. Collegiate Ski and Snowboard Association (USCSA). Both programs are actively involved with the policy-making process of U.S. Ski & Snowboard through the U.S. Ski & Snowboard Alpine Collegiate Working Group.

NCAA varsity team regional college circuits in the East (EISA-Eastern Intercollegiate Ski Association) and in the Rockies (RMISA-Rocky Mountain Intercollegiate Ski Association) offer access to the NCAA Skiing Championships.

USCSA offers programs from full varsity teams to club sport teams. Organized into several conferences, the USCSA provides opportunities for athletes to qualify to one of the six regional championships leading to the USCSA Championships. Both championship series boast elite levels of competition and provides national recognition for their respective programs.

In addition to collegiate leagues, many high school athletic associations have successful high school leagues that promote snow sport.

U.S. Ski & Snowboard's "Non-Scored Athlete membership" is designed for athletes 14-24 years of age, as of December 31 of the current competition season. This membership is primarily intended for interscholastic and intercollegiate racing and provides access to all levels of U.S. Ski & Snowboard scored and non-scored. However, as the name implies it does not include access to the U.S. Ski & Snowboard National Points List (NPL).

In an attempt to introduce U.S. Ski & Snowboard competition to a broader base of the skiing population, U.S. Ski & Snowboard has formed a working relationship with NASTAR.

Adaptive Ski Racing – Adaptive Competition:

Adaptive skiing started in pre-World War II Europe and involves individual with mobility impairments, amputees and paraplegics, as well as those with visual impairments.

Adaptive skiing began as a rehabilitation/recreation program and evolved into well-organized national and international competitions. Elite-level competitions exist both nationally and internationally up to the Paralympic and IPC World Cup levels.

Adaptive skiing has a three division, multi-class system for determining medals/awards, based on factored time on course. Classifications are based on physical impairment and type of equipment required by the impairment. Competitors are seeded according to classification and earned seed points.

In order to encourage adaptive athlete participation in able-bodied U.S. Ski & Snowboard-sanctioned competition, U.S. Ski & Snowboard has adopted a special seeding rule for adaptive competitors. The "Golden Rule" was proposed by Adaptive World Champion, the late Diana Golden, and authorizes special start order(s) as outlined in the current Alpine Competition Guide for adaptive athletes competing in U.S. Ski & Snowboard-sanctioned able-bodied competitions. Except for the specific application of the "Golden Rule" adaptive competitors participating in able-bodied races do so according to the rules, procedures and scoring of those events. (*"Golden Rule" seeding may not be used at FIS events.*)

An Alpine Adaptive membership has been reintroduced in order to track results for adaptive athletes.

Recreational Adult Racing – Masters:

Masters level racing is recreational racing for adults, 18 and older. The events are organized and scored according to prescribed rules.

Racecourses follow the U.S. Ski & Snowboard and FIS specifications, as modified by the Masters Group and are set competitively. Races are timed and scored according to division rules, and results

are recognized. The Masters events emphasize social camaraderie, improvement of skiing and racing skills, and the challenge of competition.

III. **THE EVENTS – Slalom, Giant Slalom, Downhill, Super G, Alpine Combined, Parallel, Kombi, and SkillsQuest:**

(*Disciplines* are branches of a sport and may comprise one or several *events*. For example, Alpine, Cross Country, Freestyle, and Snowboard are *disciplines of snow sport*, and the following are *events* in the *Alpine Skiing discipline*.)

Slalom (SL) is a technical event that requires the execution of many short, quick turns. The course is made up of various gate combinations designed to test a competitor's skill and strategy. Slalom is staged in two runs that must be held on the same day with times added together to determine final finish order. *Slalom for youth (non-scored) may be conducted in either one or two runs.*

Giant Slalom (GS), also a technical event in which competitors have to race down the mountain through a faster and more open course than slalom. Giant Slalom is staged in two runs that, whenever possible, should be held on the same day with times added together to determine final finish order. *Giant Slalom for youth (non-scored) may be conducted in either one or two runs.* Depending on the terrain and the course set, the Jury may designate "**yellow flag zones**" in order to stop on-course competitors who are approaching a "start stop" situation.

Downhill (DH) is a speed event characterized by a course that tends to follow the contours of the hill or trail and thus allows the competitors some freedom to find the fastest "line." Downhill is generally a one-run event; however, in cases where required vertical drop is not possible or the winner's time is not equal to a minimum winning time prescribed in the U.S. Ski & Snowboard Alpine Competition Regulations (ACR), a downhill in two runs (Sprint Downhill), may be staged.

Downhill is restricted to Senior, U21, U19, U16, and U14 competitors; however, U14 competitors may compete only in those Downhill events that adhere to special rules. All Downhill courses have "**yellow flag zones**." These are areas designated by the Jury for stopping on-course competitors who are approaching a "start stop" situation. All events require that movement on course be limited. Downhill requires that, with the exception of the racer on course, there be NO movement. This is commonly called a "*course freeze*"; the course freeze time is noted on the daily Program by indicating when coaches must be in place.

Super Giant Slalom (SG), a speed event, is a hybrid of downhill and giant slalom. Super G is always a one-run event and is restricted to Senior, U21, U19, U16, U14, and U12 competitors. U14 and U12 competitors may only compete in Super G events that adhere to special rules. U.S. Ski & Snowboard rules do not allow Super G for younger age groups. Super G courses also have "**yellow flag zones**"; these are areas designated by the Jury for stopping on-course competitors who are approaching a "start stop" situation. All events require that movement on course be limited. Super G requires that, with the exception of the racer on course, there be NO movement. This is commonly called a "*course freeze*"; the course freeze time is noted on the daily Program by indicating when coaches must be in place.

Alpine Combined (AC) is a two-run event composed of a speed event – either one run of Downhill or Super G and a technical event – one run of Slalom. The speed portion is usually staged first, but rules are in place which allow for staging the Slalom first. Rules for the individual events, combined with rules for two-run races, are in effect. *Alpine Combined events are currently not being staged for youth.* Please refer to current rule books for complete information.

Parallel (P) events are competitions where two competitors race simultaneously side by side down one of two separate but equal courses. Results are based on either a one-run format or a two-run combined-time format. If the two-run combined time format is used, the racers switch courses for their second run. *Overall winner is decided either by fastest time on course (1- run format) or fastest combined time (2-run format).*

These results may then be used to establish “bracket seeding.” If brackets are being utilized, the winners of each round advance through remaining “brackets” (elimination-type rounds) to “Small Finals” (3rd and 4th place) and “Big Finals” (1st and 2nd place). *Rules have been drafted to also allow for a “non-elimination” format.*

Kombi (K) is an internationally recognized event for youth racing that consists of a mixture of standard turns and gates. The event meets development needs for these younger age groups, creating tactical awareness by blending sections of different gates in a flowing, rhythmical, constantly changing pattern. The SL/GS Kombi format is a technical orientation based on SL and GS; the GS/SG Kombi format is a speed orientation based on GS and SG.

SkillsQuest (SQ) represents a *quest*, or journey, toward success in competitive skiing and snowboarding. It focuses on *skills*, the critical components that make up a high-performing athlete, and includes activities and competencies for skiing skills, technique and tactics, conditioning, equipment preparation, performance psychology, and athlete management.

SkillsQuest competitions are organized in such a way that athletes can be scored in various areas. This will allow coaches, trainers, and parents the opportunity to assess an athlete’s strengths and weaknesses and prepare a more-balanced, individual training program.

Helmets:

U.S. Ski & Snowboard and FIS rules require that competitors and forerunners wear appropriate helmets for all ski racing events. U14 and older participants must wear helmets that conform to FIS Specifications or they will not be allowed to start; this requirement is applicable for both non-FIS and FIS events. *Helmet specifications are more fully described in applicable rule books.*

Yellow Flag Zones:

Speed events – Downhill and Super G – all have designated “yellow flag zones.” These are areas designated to stop on-course competitors who are approaching a “start stop” situation. Depending on the terrain and the course set, the Jury may designate yellow flag zones for Giant Slalom.

IV. THE POINTS and a RESULT

“Points” and “Results” will be referred to many times in this and other specialty-area Study Guides. A brief description of these items as they apply to alpine skiing are:

Seed Points are a numerical indicator based on a competitor’s best two results in an event and are used for seeding at scored events. These points indicate an individual’s standing among other competitors in an event; 0.00 is the best and 999.99 is assigned to competitors new to the U.S. Ski & Snowboard points system. FIS points are calculated from 0.00 to 999.00.

- U.S. Ski & Snowboard National Points for nationally-scored events
- FIS Points for internationally-scored events

U.S. Ski & Snowboard National Points are tracked and published by U.S. Ski & Snowboard; FIS Points are tracked and published by the FIS Office. When an error occurs, the points can only be corrected by the organization responsible for their tracking/publication.

Race Points are a calculated number that compares an individual's time to the winner's time in a particular race. The winner's Race Points are always 0.00. All other competitors have positive race points as a component of their race result.

Penalty Points are a numerical indicator that allows an event at one site to be equalized to the same type of event held at another site. This system has been proven to be remarkably accurate across all race penalty levels.

Race Result is a racer's score for a given event and is the sum of the racer's earned **Race Points** added to the calculated **Penalty Points** for the event. When a **Race Result** is equal to a racer's current **Seed Points**, they are said to be "skiing to their **Seed Points**." When a **Race Result** is lower than a racer's current **Seed Points** and averaged with a second similar result, a lower seed point value will be identified in the publication of the next U.S. Ski & Snowboard or FIS Points List. (FIS results for U.S. Ski & Snowboard member athletes are included in calculation of updated U.S. Ski & Snowboard National Points.)

Formulas for calculating Race Points and Penalty Points may be found in the U.S. Ski & Snowboard Alpine Competition Guide and/or the current FIS Rules for the FIS Points, as well as in Timing & Calculations Alpine Officials' Clinic materials.

V. EVENT ORGANIZATION: (Refer to Abbreviations and Terminology; Personnel at the Race)

Organizing Committee (OC):

With the exception of higher-level events, the sponsoring U.S. Ski & Snowboard-member club or association serves as the Organizing Committee. The Organizing Committee consists of those members (physical or legal) who are delegated by the organizer and U.S. Ski & Snowboard and carry the rights, duties, and obligations of the organizer.

At upper-level races, the sponsoring club or association may appoint an Organizing Committee to address the many issues associated with the event, e.g., marketing, media liaison, housing, transportation, etc. This type of organization is generally only in place for National Championships, Continental Cup events, or World Cup events.

The Chief of Race is Chair of the Organizing Committee. Upon appointment, the Technical Delegate, Referee and Assistant Referee (for speed events), and the Forerunners also become members of the Organizing Committee.

Organizing Committee Members:

Chief of Race (is the Chair)

Secretary (not always the Race Administrator/Race Secretary)

Technical Delegate

Referee (upon appointment)

Assistant Referee (upon appointment for speed events)

Forerunners (upon appointment)

Additional members for upper-level events may include:

Chair of Finance

Chair of Transportation
Chair of Lodging
Chief of Medical and Rescue Services
Chief of Course
Chair of Media Relations/Chief of Press
Chief Gate Judge
Chair of Awards
Chief of Course Equipment

Competition Jury:

Technical Delegate is Chairperson of the Jury and has the deciding vote in case of ties.

Referee (has a vote)

Chief of Race (has a vote)

Assistant Referee (speed events only, * has a vote)

Jury Advisors:

The following are considered Jury Advisor position. They have a voice in Jury meetings but do not have a vote in Jury decisions: **

Start Referee

Finish Referee

* If required in order to control both courses, an Assistant Referee may be appointed for Parallel events.

** (At upper-level events – FIS World Championships and Olympic Winter Games, the Start and Finish Referees are appointed by FIS, are members of the Jury, and do have a vote.)

The Jury's tenure begins with the first Team Captains' Meeting prior to the start of training. It ends with the expiration of the protest period or settlement of all protests and the approval of the Official Results.

The Jury carries out all duties for which it is responsible according to the ACR for U.S. Ski & Snowboard events and the ICR for FIS events. It also makes decisions on all questions not clarified by the rules. The Jury considers all the facts regarding infringements against rules and decides whether or not sanction is required.

Membership Requirements:

For all U.S. Ski & Snowboard-sanctioned, non-FIS events, Jury members, Jury Advisors (Start and Finish Referee), Chief of Course, Course Setters, Chief of Timing & Calculations, and Race Administrator must be *current members of U.S. Ski & Snowboard as a Coach or an Official* ("Official" membership is included in "Coach" membership). They must also be appropriately certified for their position and have attended a biennial Alpine Officials' Review & Update. Officials who do not meet membership, certification and/or update requirements may not be appointed to serve in the above positions.

Coaches representing USA competitors must have a current U.S. Ski & Snowboard Coach membership in order to be granted venue access or participate in any capacity at any U.S. Ski & Snowboard event, e.g., on-hill coaching.

Competitors are required to have current, appropriate U.S. Ski & Snowboard competition membership: Competitor, Master, Non-Scored Athlete, or Short Term Alpine. Qualified members of foreign

federations recognized by FIS must also be current U.S. Ski & Snowboard members in order to take part in any official capacity, **including forerunning**, at a U.S. Ski & Snowboard-sanctioned non-FIS event.

Available Memberships:

The following memberships are available. *Additional information, including membership pricing, may be found on the U.S. Ski & Snowboard website.*

Alpine Competitor – available for age groups U12 & under, U14, U16 & over

Non-Scored Athlete – available for athletes 14 – 24 years of age prior to December 31 of the current competition season

Short Term Alpine – restricted to athletes 17 and younger prior to December 31 of the current competition season

General membership – restricted to athletes 17 and younger prior to December 31 of the current competition season; may forerun but may not compete in sanctioned competitions

Short Term Foreign – restricted to foreign-affiliated athletes 18 and older prior to December 31 of the current competition season

Masters memberships for competitors 18 years of age and older are available as follows:

- Masters competitors with restrictions: *members of clubs with regular contact with minor-age athletes*
- Adult Masters (Masters clubs with no minor-age athletes)
- Masters Short Term membership

Coaches and Officials – must be 18 years of age prior to December 31 of the current competition season

Alpine Junior Coach – must be 15-17 years of age prior to December 31 of the current competition season and must be supervised by a current-member Coach or Official

Alpine Adaptive Competitor – reintroduced in order to track adaptive athletes

Alpine Volunteer – Parents and club volunteers who are in regular contact with or in a position of authority over athletes

The Short Term (per-day) membership category allows members to try different events/disciplines without having to obtain full Competitor membership. *Short Term memberships are limited to two (2) per person per season and are not available for participation as a Coach, Official, or Club Volunteer. A Short Term Foreign Athlete membership is available for foreign-nation athletes 18 years of age and older.*

With exception of Short Term Alpine, Short Term Foreign, Short Term Master, and Alpine Master (with no regular contact with minor-age athletes) memberships, all members – including competitors – who are 18 years of age and older must complete annual SafeSport Training and undergo periodic background screening.

- SafeSport Training may be completed prior to 18th birthday; parental consent is required.
- Competitors are already 18 years of age or who will turn 18 years of age during the competition season may begin background screening process upon membership application; parental consent is required for competitors 17 years of age.

- Competitors who reach 18 years of age during the competition season, and who have not completed SafeSport Training and/or background screening, will be notified in advance of the need to complete these requirements; they will be given a specific time frame within which to begin the process.
- If SafeSport Training and background screening are not completed within the specified period, the competitor will be placed on “pending” status and will not be allowed to participate in any U.S. Ski & Snowboard sanctioned event until all requirements have been met, and U.S. Ski & Snowboard receives a green light determination from both SafeSport and the background screening company.

U.S. Ski & Snowboard Online Membership:

1. Apply for or renew your U.S. Ski & Snowboard Coach or Official membership online at usskiandsnowboard.org. Create (new members) or access your “User Account” and select all requested memberships, e.g., Coach/Official, Competitor – Alpine, U.S. Ski & Snowboard Club Volunteer, U.S. Ski & Snowboard Club Participant, Snowboard, Freestyle, Masters, etc.
2. Enter or affirm previously supplied primary medical/accident insurance information
3. Coaches who are non-certified member coaches must review and complete the “Coaching Fundamentals” course
4. All members must review and accept “Assumption of Risk and Release of Liability.” (Read carefully before accepting.)
5. All members must review and accept “U.S. Ski & Snowboard’s Concussion Policy”
6. All members must review and accept “U.S. Ski & Snowboard’s Child Protection Policy Safe Sport Guidelines”
7. Upon receipt and processing of your application, if either SafeSport Training, background screening, and/or Coaching Fundamentals course are required, U.S. Ski & Snowboard will either direct you to a link that will initiate the required process or you will be contacted via email with instructions on how to proceed. *Failure to complete requirements will result in membership being inactivated.*
8. Site will provide membership fee total.
9. Credit card holder must provide current credit card information.
10. If background screening, SafeSport training and/or Fast Start Coaching Course are required, “PENDING” will be noted on the membership dashboard.
11. Until “PENDING” status is cleared, a Coach or Official must not be granted venue access or allowed to participate in any capacity at any U.S. Ski & Snowboard-sanctioned event: e.g., appointed to serve as a Jury member, Jury Advisor (Start/Finish Referee), Chief of Course, Course Setter; and/or serving as an on-hill coach.
12. If there are no “PENDING” requirements, membership will be finalized immediately and the U.S. Ski & Snowboard website will be updated.

NOTES: (Due to its critical nature, this information is being repeated.)

- SafeSport Training can be completed prior to a competitor’s 18th birthday; *parental consent is required*
- Background screening can be initiated prior to a competitor’s 18th birthday; *parental consent is required*

Competitors who reach 18 years of age during the competition season and who have not initiated/completed SafeSport Training or background screening, will be notified in advance of the requirements. They will be given a specific time frame within which to begin the process

If SafeSport Training and/or background screening are not completed within the specified period, the competitor will be moved to “pending” status and will not be allowed to participate in any U.S. Ski & Snowboard sanctioned event until “active” status is renewed.

Coach and Official members must be 18 years of age or older upon application for membership; SafeSport Training and background screening requirements are automatic for these memberships. Memberships will be shown as “PENDING” until all requirements are met.

Program is more fully explained on the U.S. Ski & Snowboard website at usskiandsnowboard.org.

In order to secure members personal information, some Member Tools require login access; “Chat Support” is available for online membership registration assistance.

SafeSport Training:

U.S. Federal Law requires that adults who have frequent contact with, or who are in positions of authority over athletes must receive consistent education on prevention and reporting of all allegations of sexual misconduct, bullying, hazing, and abuse of all forms. This impacts all U.S. Ski & Snowboard member clubs, coaches, officials, and Club Volunteer members as well as athletes 18 years of age or older.

A comprehensive training program is required the first year, with annual refresher training required in subsequent years. If you have completed SafeSport training within the past season with another organization, you may submit your certificates to Member Services by email to membership@ussa.org.

SafeSport training must be completed promptly after applying for/renewing your U.S. Ski & Snowboard membership. Using the following instructions:

1. Follow link above your “MY ACCOUNT” page or go to safesport.org and create an account
2. Affiliate account with U.S. Ski & Snowboard and enter your 7-digit membership number. *Do not include your alpha Division designation.*
3. Choose the learning dashboard under your name (on left) and begin the course

After completion of membership application/renewal, you will receive email notification containing instructions and a time limit for completion of training. Failure to complete training prior to deadline will result in membership being inactivated.

Due to length of course, you may choose to complete one module at a time. You may log in and out at your convenience.

U.S. Ski & Snowboard Background Screening:

Over 75% of U.S. Ski & Snowboard's members are under the age of 18. In order to help ensure that these members are in a secure environment, U.S. Ski & Snowboard has implemented a strict policy that is in keeping with the standards of many youth sports organizations, schools, and recreational programs in the U.S. Among others, all U.S. Ski & Snowboard employees, member coaches, officials, and athletes 18 years of age or older are subject to periodic background screening process. For each season, in addition to initial screening for new employees and members, approximately 1/2 of current coach/official members will have to undergo background re-screening.

Approximate background screening approval turnaround time varies. For those residing in the U.S. for 7 years or more it can take as long as 2-3 weeks; turnaround for foreign coaches and officials or for those who have lived abroad can take several months.

For a *U.S. Ski & Snowboard-sanctioned FIS event*, one that is being scored to both the U.S. Ski & Snowboard and FIS Points Lists, Jury members, Jury Advisors (Start and Finish Referee), Chief of Course, and Course Setters must have either current U.S. Ski & Snowboard Coach or Official membership or must be qualified members of a foreign federation recognized by FIS.

If a foreign FIS Federation lists a foreign-nation coach on their official FIS Entry, 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. With this certification, the above individuals meet the requirement of being a qualified member of a foreign federation recognized by FIS.

Eligible U.S. Ski & Snowboard members who are not FIS inscribed, and who are serving as Forerunners, must sign the “FIS Athlete Declaration.”

NOTE: Individuals serving on a competition Jury as Referee, Assistant Referee, or Course Setter at all U.S. Ski & Snowboard-sanctioned events – scored or non-scored – must be certified Referees. Individuals serving as a Jury Advisor (Start or Finish Referee) at all U.S. Ski & Snowboard-sanctioned events – scored or non-scored – must be a certified Jury Advisor, Referee, or Chief of Race.

Certification requirements must also be met for Chief of Course, Chief of Race, Chief of Timing & Calculations, Race Administrator, and other “senior” officials. A “Senior” official is interpreted as any official whose name is shown on – or who signs – any official race-related documents. U.S. Ski & Snowboard Alpine Officials are encouraged to attend yearly Continuing Education Clinics; they must, however, attend biennial Continuing Education Clinics in order to retain certification.

* “Jury Advisor” is a U.S. Ski & Snowboard 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 appointed by FIS, are members of the Jury, and do have a vote on Jury decisions.)

Registration for the Event:

Each competitor in a U.S. Ski & Snowboard-sanctioned event must submit an entry and the appropriate entry fees to the Race Secretary before the entry deadline specified by the race organizer.

A race organizer may prefer clubs use a “Team Entry Form” and submit their entries as a group. This simplifies the entry procedure as the organizer will have a main contact person for several competitors. Race announcement sheets should specify what type of entry form is required. *The “U.S. Ski & Snowboard Team Entry Form is only used for U.S. Ski & Snowboard-sanctioned non-FIS events.*

U.S. Ski & Snowboard has an online race registration system. Some organizers may be using independent online registration systems for their events. Online registration is an acceptable entry format. If online race registration is used for a FIS event, the “FIS Entry Form” must still be submitted.

Additionally, all data must still be verified against the appropriate source, U.S. Ski & Snowboard for USA non-FIS events and FIS for USA-sanctioned FIS events.

FIS events require the use of the “FIS Entry Form.” Age-eligible foreign competitors who wish to compete in a U.S. Ski & Snowboard-sanctioned FIS event must be properly inscribed with FIS and must be entered by their national federations.

It is important to remember that only accredited national governing bodies such as U.S. Ski & Snowboard can enter teams in upper-level FIS competitions, e.g., National Championships, Continental Cup, World Cup, World Championships, and Olympic Winter Games. USA competitors’ entries in lower-level FIS events can be made by U.S. Ski & Snowboard-member clubs and schools/colleges/universities as agents of U.S. Ski & Snowboard. FIS-inscribed, USA competitors who are “independent” – not members of a U.S. Ski & Snowboard-member club, may submit their own entries but only for lower-level FIS events. All competitors must be represented at all Team Captains’ meetings.

FIS-inscribed foreign athletes who wish to compete in U.S. Ski & Snowboard-sanctioned FIS events must be entered by their respective National Ski Associations, or an authorization (travel) letter from the respective Federation allowing the club or school/college/university to enter the competitor in FIS events must be on file with U.S. Ski & Snowboard.

Entries for foreign competitors traveling and/or training in North America, who are not members of a U.S. Ski & Snowboard club or attending school/college/university and for whom no authorization (travel) letter is on file, must be approved by U.S. Ski & Snowboard Competition Services staff. *Several nations, e.g., Austria, Canada, Great Britain and Spain – currently do not issue travel letters; entries may only be submitted by the respective Federation.*

VI. THE SKI RACING OFFICIALS:

Technical Delegate:

The Technical Delegate, referred to as the TD, is assigned to an event by the region or division in accordance with U.S. Ski & Snowboard and/or FIS directives. Upon assignment, the TD becomes a member of the Organizing Committee. The role of the TD is to make sure that the rules and directions of the governing body (U.S. Ski & Snowboard and/or FIS) are observed, to see that the event runs smoothly, to verify that the requirements of the Homologation report (course inspection/approval) - specifically, but not limited to, on-hill competitor security measures - are met, to advise the organizers within the scope of their duties and to be the official representative of the governing body. This official is highly qualified in the technical aspects and the rules associated with ski racing.

Chief of Race:

The Chief of Race is a voting member of the Jury and is the responsible authority for the management of the entire event. The Chief of Race serves as liaison between the Jury, the other members of the Organizing Committee, and the ski area.

Referee: (Refer to 34. Report by the Referee)

The Referee is a voting member of the Jury. Appointment of the Referee is the responsibility of the Technical Delegate and should be made from among the most qualified, appropriately certified (Referee) individuals present. However, inasmuch as this individual is the competitors’ representative on the Jury, the Technical Delegate should, whenever possible, make this appointment from among the Team Captains/Coaches present for the event. Upon appointment, the Referee becomes a member of the Organizing Committee.

After each run, the Referee receives reports regarding athletes' status and/or rule infractions from the Start and Finish Referees and checks the Gate Judges' cards for faults that may require sanction, e.g., disqualification. The Referee is responsible for preparing a Report by the Referee in a timely manner after each run. The report lists the competitors who did not start (DNS), were not permitted to start (NPS), did not finish (DNF), or were disqualified, (DSQ). If an announcer is present and is announcing the competitors' *unofficial* times, disqualification information – bib number, competitor name, club – may be announced; the announcement of the disqualification information and the protest period expiration time is acceptable in place of the actual posting. *However, the Team Captains must be notified in advance that DSQ's will be announced instead of being posted.*

Assistant Referee – Speed Events Only:

For all speed events (DH/SG), the Technical Delegate also appoints an Assistant Referee who is a voting member of the Jury with rights and responsibilities equal to those of the Referee. As with the Referee, the Assistant Referee is a competitors' representative on the Jury, and the Technical Delegate in addition to making the appointment from among the most qualified appropriately certified (Referee) individuals present, should, whenever possible, make the appointment from among the coaches present for the event. As with the Referee, upon appointment, the Assistant Referee becomes a member of the Organizing Committee.

The Technical Delegate may appoint an Assistant Referee for U.S. Ski & Snowboard technical events (SL/GS) for training purposes only. In this case, the Assistant Referee participates with the Jury but is not a member of the Organizing Committee, does not have voice or voting rights in Jury decisions, and is not named on any of the official race documents. *If assistance is required in order to control both courses, an Assistant Referee may be appointed for Parallel (P) events.*

The Referee and Assistant Referee (for speed events only), prepare and post the Report by the Referee; however, in cases of *force majeure*, the Technical Delegate may either assume this responsibility or assign the duty to another official. *Report by the Referee signed by the Technical Delegate or designee is valid.*

Course Setter:

The Course Setter is responsible for setting the course. The course must adhere to the specifications of the ACR for U.S. Ski & Snowboard races and to the specification of the ICR for FIS races. The Course Setter is often accompanied by members of the Jury, Team Captains and, at speed events, the Technical Advisor. Course setting is not only an ability, it is also an art that is best learned through experience; Coaches' Sport Education materials address particulars related to course setting.

Start Referee:

The area around the starting gate is the responsibility of the Start Referee. The actual start gate area is restricted to everyone except the starting officials, the starting competitor, and one trainer.

The Start Referee must remain at the start from the beginning of the official inspection time until the end of the training/event. The Start Referee must have the ability to communicate by radio with the Jury at all times. The Start Referee must make sure that the Manual Timekeepers (hand timekeepers) are able to perform their duties without distraction and must make sure that the regulations for the start and the organization of the start are observed. In other words, the Start Referee is responsible for assuring that each competitor receives a fair start.

The Start Referee must advise the Jury regarding replacement bib numbers, insertions in the running order, requests for provisional starts, requests for provisional reruns, etc. The Start Referee may call a “**START STOP**” when it is necessary to halt the competition and to notify the Jury when the start officials are ready to restart the competition. When another member of the Jury calls a “**START STOP**,” the Start Referee is responsible for acknowledging the “**START STOP**” and ensuring no additional competitors are allowed to pass through the start until cleared to do so by the Jury member who called the “**START STOP**.”

The Start Referee verifies that the Assistant Starter has control of competitors called to the start and that the Starter maintains the appropriate start intervals.

The Start Referee is responsible for making sure that reserve bibs (spare bibs with unassigned numbers) are available at the start. Reserve bibs are furnished to competitors who do not have their assigned bibs; the Start Referee must by radio transmission notify timing personnel and Jury if a competitor is starting wearing a number different than the one assigned on the Start List.

The Start Referee must know what conditions constitute grounds for a rerun and must notify the Jury when a coach or a competitor makes such a request. The Start Referee must also notify the Jury when a competitor requests a delayed start. Unless immediately ratified by the Jury, these types of runs – rerun and/or delayed start – are “provisional.”

A provisional rerun or provisional start is valid only if the Jury confirms its validity. In the interest of event security, the Jury must ensure that provisional starts or reruns take place before the start of the last *actually starting* competitor as noted on the published Start List.

Some points to remember about provisional reruns and provisional starts are:

- If, before the incident that allowed for a rerun, a competitor had committed a fault which would have resulted in disqualification, the *rerun is not valid and the competitor is disqualified.*
- A provisional rerun that is definitively approved by the Jury remains valid, even if it is slower than the previous obstructed run.
- Any competitor who is granted a “provisional” start or “provisional” rerun must be reminded of its provisional nature. Granting a “start” / “rerun” and not clarifying its “provisional” nature will not allow the Jury to address the validity of the competitor’s request. *Only the Jury can confirm a provisional start or provisional rerun.*
- Unless the Jury can meet with the competitor immediately and decide the validity of a request for a provisional rerun or a provisional start, the competitor should be allowed to start when ready and may start when both the Jury and timing have been advised of the insertion. *Not being allowed to start “when ready” could be considered a sanction. Sanctions may not be assessed until the competitor is afforded “due process.”*

The Start Referee also records the names and bib numbers of competitors who:

- were allowed to start in spite of late appearance
- were allowed by the Jury to start provisionally
- made false – early or late – starts
- violated equipment rules and were not permitted to start (helmets, ski brakes, etc.)
- may be in violation* of equipment rules but were allowed to start (stack height, boots, etc.)
- violated any other rule at the start

*Jury must be immediately notified of such situation as suspect equipment must be confiscated prior to the competitor leaving the race arena (finish area).

The Start Referee records the names and bib numbers of competitors who did not start and reports this information to the *Referee*. The Start Referee also records and reports all infringements against start procedure rules to the Jury. The Jury then considers all facts and decides whether sanction is required. *The Start Referee's Recording Form must provide a record of actual occurrences and must be completed as events occur in real time; form must not be pre-numbered.*

Since different levels of competition have different rules regarding equipment, knowledge and understanding of the U.S. Ski & Snowboard and/or FIS equipment rules pertaining to the particular level of competition is mandatory for that level of competition. Specific instructions of the Jury regarding equipment control must be followed.

Competitors will not be permitted to start (NPS) in any competition if they are in violation of rules in regard to the Specifications for Competition Equipment (missing ski brakes, etc.), or who do not wear a crash helmet that conforms to the current rules. U14 and older competitors in all U.S. Ski & Snowboard-sanctioned events – both scored and non-scored – must wear helmets in DH, SG and GS that conform to FIS specifications (helmet must have a FIS label). In addition to these and other rules, competitors who are not wearing a bib supplied by the organizing committee or who are engaged in unsportsmanlike conduct in the start area, will also not be permitted to start (NPS).

Start Intervals:

Super G and Downhill competitions as well as Downhill Training have regular or fixed interval starts with a minimum interval of 40 seconds between consecutive competitor starts. Giant Slalom competitions also have regular or fixed interval starts. The minimum interval between consecutive competitor starts in Giant Slalom is 30 seconds. Slalom has an irregular or non-fixed interval. The Chief of Timing and Calculations or an assistant, in agreement with the Jury, tells the starter when each Slalom competitor may be started.

Starter and the Start Commands:

Slalom has a simple direct start command; "Ready," followed a few seconds later by "Go." Once the command is given, the competitor has *about* 10 seconds to advance through the wand and proceed on course. Failure to start within *about* the 10 seconds will result in disqualification.

In Giant Slalom, Downhill, and Super G, the Starter begins the start sequence with a warning, "Ten seconds!" After a 5-second pause, the Starter counts down, "Five, Four, Three, Two, One, GO." If the competitor does not leave the start, the Starter continues the count: "One, Two, Three, Four, Five."

The competitor must start within the ten-second window created by 5 seconds before and 5 seconds after "GO." *Failure to start* within the 10-second start-command window must be documented on the Start Referee's Recording Form. When confirmed by timekeeping records, it *will result in disqualification.*

A competitor who is late appearing at the start or is not ready to start when called, *will be sanctioned; sanction may, but does not require disqualification.* As an advisor to the Jury, the Start Referee may excuse such a delay if, in the Start Referee's opinion, the delay was due to *force majeure*; however, illness or equipment malfunction does not constitute *force majeure*. In cases of doubt, or when the Jury cannot meet with the competitor and arrive at a final decision, the Jury may allow the start provisionally. The Start Referee informs the Jury when (after what start number) the delayed competitor will be starting. *The last possible place for an insertion is before the last actually starting competitor as noted on the published Start List.*

Assistant Starter:

The Assistant Starter helps line the competitors up in preparation for the start and must be aware of “what competitor is in the start,” “what competitor is ready,” “what competitor is looking for equipment” in preparation for being “next,” and what competitors have failed to appear. Competitors must be familiar with the rules governing the start and must report for their start on time or be subject to sanction.

The competitor must obey the directions of the Assistant Starter; however, the Assistant Starter should take care and not line up too many competitors in advance. **SUGGESTION:** *Assistant Starter should call both bib number and competitor name when lining up the competitors in order to eliminate the possibility of “switched” bibs.*

Finish Referee and Finish Controller:

The finish area is the responsibility of the Finish Referee. The Finish Referee must remain at the finish from the beginning of the official inspection time until the end of the training/event.

Finish Referee must have the ability to communicate, by radio with the Jury at all times for notification of competitor information (request for provisional rerun, etc.), to call a “START STOP” when it is necessary to halt the competition; and to notify the Jury when the finish officials are ready to restart the competition.

The finish arena must be wide with a gently sloped and smooth run out, and it should be fenced to prohibit unauthorized entry. Finish installations and closures should be secured with suitable protective measures so that the competitors are adequately protected.

There are specifications for the finish line, but the most important is that the finish line must be clearly marked horizontally with a coloring substance that is easily visible to the approaching competitor.

The Finish Referee receives course reports from Forerunners and delivers the reports to the Jury.

At upper-level events, e.g., World Cup, National Championships, etc., a Finish Controller is responsible for supervising the section between the last gate and the finish, supervising proper crossing of the finish line, and recording the actual finish order of the competitors. This leaves the Finish Referee free to supervise the finish area. If a Finish Controller is not appointed, the Finish Referee becomes responsible for the Finish Controller’s duties.

The Finish Referee supervises the Finish Controller, the timing, the crowd control in the finish, makes sure that Manual/Hand Timekeepers are able to perform their duties without distraction, and makes sure that each competitor has an opportunity to finish in a fair manner.

As the Jury’s advisor in the Finish, the Finish Referee must know what constitutes grounds for a rerun and forwards rerun requests made by a coach or a competitor to the Jury for appropriate action.

The Finish Referee reports to the Referee the names of the competitors who did not finish and informs the Jury of all infringements against the rules. Inasmuch as the Finish Referee is the official who witnesses the validity of a finish, this official must know and understand the rules pertaining to the level of competition. *The Finish Referee’s Recording Form has to provide a record of actual real-time occurrences and must not be pre-numbered.*

Chief of Course:

The Chief of Course is responsible for the preparation of the courses in accordance with the directions and decisions of the Jury.

The Chief of Course supervises the work of the Course Maintenance Workers/Crew. These workers set protective fencing, air bags, spectator fencing, etc. They carry equipment required for gate repair and snow removal and also assist with chemical preparation of the racecourses, if required, and in accordance with the instructions of the Jury.

Inasmuch as the Chief of Course must be familiar with local snow conditions on the terrain concerned, this official is usually either a ski area employee or a member of the local club.

Due to the rapidly changing nature of the sport, the sport's snow preparation requirements as well as the requirements involved in the choice and placement of on-hill security measures, the duties of Chief of Course are best learned and refined through mentorship and on-hill training with an experienced Chief of Course. Chief of Course education materials – including an examination, are available at U.S. Ski & Snowboard-approved Alpine Officials' Clinics.

Connection Coach(es):

The Jury may request that one or two Team Captains be designated to serve as Connection Coaches. These individuals serve as “Eyes of the Jury” – usually at yellow flag positions for speed events (Downhill and Super G) and are the liaison between the Jury and all the Team Captains. *Depending on terrain and course set, a Connection Coach may also be appointed for Giant Slalom.*

Race Secretary/Race Administrator/Secretariat:

The Race Secretary, also known as the Race Administrator or the Secretariat, is responsible for providing all forms required for start, finish, timing, and Gate Judges, all secretarial work for the technical aspects of the competition including registration of the competitors and minutes of meetings, preparing for the draw, publishing accurate Start Lists and accurate Official Results.

Data management of race results (software use), is an integral part of a Race Administrator's duties, so race result software education is included in Race Administration education. *Because of the wide range of responsibilities, the Race Administrator is a key person for a well-run event.*

It is strongly recommended the Race Administrator not assume additional duties beyond those required for the position. Accurate event documentation is imperative for all events as these documents may be required in a legal review.

Chief of Timing and Calculations:

The Chief of Timing and Calculations is responsible for the coordination of officials at the start and finish, the synchronization of the timing and the accuracy of the results. This official is responsible for supervising, documenting, and enforcing the quality control of actual timing and results. With the exception of lower-level non-scored events, (e.g., YSL), where staffing issues may require it, it is highly recommended that the Chief of Timing and Calculations is not also the individual operating the electronic timing equipment or the timing/race result software.

The following officials are under the direction of the Chief of Timing and Calculations:

- Starter
- Assistant Starter
- Start Recorder

- Chief Timekeeper (Electronic Timing Equipment Operator)
- Assistant Timekeepers (Manual/Hand Timekeepers)
- Finish Controller (only appointed at upper-level events)
- Chief of Calculations (when one is appointed) and assistants

As with the Assistant Referee, any of the above officials may, after attending a specialty-area Clinic, serve in a training capacity in the specialty area with the understanding that 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 officiating at an event or is serving in a training capacity is responsible for documenting all work days and submitting this information to the respective Division/Region Alpine Officials' Chairperson. Some Divisions/Regions supply Alpine Official work record that should be completed, signed and submitted to the appropriate Alpine Officials' Chairperson. **(Refer to 70. Alpine Official's Personal Activity Record)**

Advancement in certification level requires written recommendation(s) from a supervising Alpine Official. The recommendation(s) are also submitted to the appropriate Alpine Officials' Chairperson. **(Refer to 71. Alpine Official's Recommendation Form)**

Announcer, the Scoreboard and the Official Notice Board:

After stopping, competitors should be able to hear their *unofficial* elapsed time announced. Depending on the level of the event, available equipment, and personnel, there is usually an announcer that can be heard from the finish area. Disqualification information – bib # and competitor name – may also be announced; the announcement of the disqualification information and the protest period expiration time is accepted in place of the actual posting of the Report by the Referee. However, the Team Captains must be notified in advance that DSQ's will be announced instead of being posted.

The scoreboard and/or Official Notice Board are usually located at or near the finish. The competitor can proceed directly to the scoreboard and examine the posted *unofficial* results. At upper-level events, a scoreboard may also be available at or near the start.

By rule, organizers shall provide appropriate facilities for continuous presentation of competitors' times. The rules, however, no longer specify which system – acoustic or visual – is preferred.

Chief Gate Judge: (Refer to MPF 60. & 61. Fault Only, and 62. & 63. Fault/No Fault Gate Judge Cards and Instructions)

The Chief Gate Judge verifies that all Gate Judges are properly equipped with required materials, organizes and supervises the work of the Gate Judges, designates the gates each Gate Judge will supervise, places them in position, and is also responsible for numbering the gates.

After the run/race, Gate Judges must remain in their position until their cards are collected by the Chief Gate Judge or a representative. Each Gate Judge who has reported a fault or who has been witness to an incident leading to a fault or a request for a provisional rerun must remain available to the Jury until after a final decision has been reached - settlement of any filed Protest or validation of the provisional rerun. If a Protest against disqualification is filed, the Gate Judge's testimony is required to provide the Jury with pertinent details concerning the fault(s) or the request for a provisional rerun. The Jury will work as efficiently as possible in settling Protests, but Gate Judges may be delayed in leaving the race site while further inquiries are being made. The Technical Delegate will advise the Chief Gate Judge when the Gate Judges may be released.

Gate Judge:

A Gate Judge is responsible for the supervision of one or more gates. This supervision includes determining and recording whether or not a competitor's passage through the gates – both ski tips and both feet – was correct or incorrect according to current rules, verifying that the competitors do not accept outside help, documenting interference for review by the Jury, maintaining and repairing the Gate Judge's assigned section of the course, straightening gates, replacing broken gates, and replacing torn and missing gate panels. A competitor who does not have correct passage through a gate or who has accepted outside help has committed a "fault."

In the case of an error or a fall in Slalom, the competitor is permitted to ask the Gate Judge if a fault was committed. The Gate Judge, if asked, must inform the competitor if the competitor has committed a fault that would lead to disqualification. The competitor is fully responsible for their actions and, in this respect, cannot hold the Gate Judge responsible. *The accepted procedure in U.S. Ski & Snowboard is that a Gate Judge instructs a competitor with one of only two responses, "Go!" or "Back!"*

Slalom is the only event that allows a competitor to hike (step back) in order to complete passage of a missed gate...and then only if there will be no interference with the following competitor. *Competitors who miss a gate or come to a complete stop in Downhill, Super G, Giant Slalom, and Parallel (including brackets) must exit the course and are not permitted to continue through further gates.*

There are two types of Gate Judge Cards. The "Fault Only" Gate Judge Card is used to draw diagrams of indicated "faults" and record bib numbers only for those competitors who have committed a "fault." The "Fault Only" Gate Judge Card is recommended for use at speed events – Downhill and Super G.

The "Fault/No Fault" Gate Judge Card is used to draw diagrams of indicated "faults," record the gate passage for every competitor and indicate whether the gate passage was correct (with a checkmark) or incorrect (with an F). The "Fault/No Fault" Gate Judge Card is recommended for technical events – Giant Slalom and Slalom – where, especially in second runs, bib numbers are not sequential.

Samples of both cards are available in the MPF available at usskiandsnowboard.org; instructions for correct passage for missed single-pole Slalom are included.

Technical Advisor:

At higher-level races, a Technical Advisor is often appointed to support the Jury. This official accompanies and advises the Jury but has no vote in Jury decisions.

Medical Services / Ski Patrol:

Medical Services must be in place for all events. The area Ski Patrol is assigned to the event and provides first aid and evacuation services during the course of the race. No training or race shall be conducted unless the equipment needed to provide first aid and evacuation is adequate, course access for such services is appropriate, the response time is appropriate and the required personnel are available and on duty. If Avalanche Control will be required on training or race day, an Avalanche Control Report should be delivered at the Team Captains' Meeting. *Supervising the organization of medical care is one of the Technical Delegate's pre-race duties.*

Credit for Advancement as an Alpine Official:

"Alpine Officials' Certification Guidelines Mission Statement" and "Alpine Officials' Certification Guidelines" can be found in the MPF; they contain the requirements for certification advancement. Advancement in certification level requires written recommendation(s) from a supervising Alpine

Official. The recommendation(s) are also submitted to the appropriate Alpine Officials' Chairperson. **(Refer to 71. Alpine Official's Recommendation Form)**

VII. EVENT PREPARATIONS:

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 Organizing Committee, as well as conveying Organizing Committee requests and information. It is also a critical element for risk management and liability-related matters. A Team Captains' Meeting can be held either the night before an event, after an event in preparation for the next day, or the morning of the actual event. According to U.S. Ski & Snowboard and FIS rules, the Draw (preparation of competitors' start order) must be conducted (or confirmed) at a Team Captains' Meeting.

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

All athletes entered in an event must be represented at the Team Captains' Meetings for all U.S. Ski & Snowboard-sanctioned events - both scored and non-scored - regardless of where and when they occur. An Attendance List must be available and signed by everyone attending the meeting, and paper copies of the Event Medical Plan and race-day program/schedule must be available for distribution and review.

First-Run Start Order:

There are two categories of races: scored and non-scored. Scored events use earned seed points to rank competitors. The first run start order is then created by a Draw (randomization) between the 15 lowest point holders (first seed). All other competitors, who have seed points, run in order of their points. Racers without points and ties among those with points (not in the first seed) are also randomized. The method of randomization can be either manual or computer generated; the Jury must authorize computer-generated randomization. *(Note: Special seeding methods may be approved for certain events or series.)*

Downhill, Super G, and Giant Slalom allow for a Start Order in Extraordinary Circumstances – usually anticipated bad weather. This “Snow Seed” is selected by drawing 6 competitors from among the last 20% of the field. These competitors start prior to Start #1 and in the reverse order of their start numbers. *These athletes are NOT Forerunners!*

Materials and Procedure for a Draw:

Draw/Seed Boards are generally only used for upper-level, scored events

Display Boards: Draw Board/Seed Board. Depending of the numbering of the Seed Board, an additional board, a Draw Board, may be required. The Draw Board holds the seed strips for the 15 competitors with the lowest Seed Points (or as many as needed if a tie occurs at the 15th position). As competitors' seed numbers are drawn, their seed strips are removed from the Draw Board and placed in the drawn Start position on the Seed Board.

The Jury can allow a Draw generated by a computer for U.S. Ski & Snowboard non-FIS events; for FIS events, a signed entry is an agreement for a computer-generated Draw. Whether or not Jury allows a computer-generated Draw, materials required for a "Double Draw" should be available.

Two Sets of Numbers - tags, ping-pong balls, etc., numbered 1 through 16+, in case of a tie for 15th position. The first set is for selecting the competitor by drawing their numbered place on the Draw Board. The second set is for selecting the competitor's start position.

Example:

#5 is drawn from 1st set:

Competitor in 5th spot on Draw Board - Olson, M.

#1 is drawn from 2nd set:

Starts First

M. Olson's seed strip is removed from 5th spot on Draw Board and placed in 1st spot on Seed Board.

First-run Start Lists for non-scored events: YSL, Age Class, Masters, etc., are prepared according to specific rules relating to class/gender.

Organizers who wish to utilize electronic Draw/Seed Boards must be aware that the boards must have the capability to simultaneously and legibly display the entire competition field. Simultaneous display of all Competitors will allow all Team Captains and officials to verify the overall accuracy as well as additions and deletions to the starting order in "real time."

Second Run Start Order:

Once the first run is completed and the protest period has expired, the Race Secretary prepares a Second Run Start List. For U.S. Ski & Snowboard and FIS scored events, second run start orders are determined by a competitor's first-run time with a reversal of the start order for a pre-determined number of competitors - this is the "bibbo." A standard "bibbo" is comprised of the 30 fastest first-run competitors. The Jury, however, may decide to only "bibbo" 15 competitors, but this decision must be announced no less than 1 hour prior to the start of the first run.

Special rules apply for the preparation of Second Run Start Lists for the following:

- for U.S. Ski & Snowboard non-scored events, e.g., age class, YSL
- for U.S. Ski & Snowboard scored non-FIS events where 1st Run DNF and DSQ athletes are allowed to take a 2nd run. **NOTE:** These competitors should be timed, and their times should be announced or posted on the unofficial scoreboard
- application of the "Golden Rule" for adaptive competitors (not valid for FIS)
- some collegiate or team events
- when a "bibbo" includes a tie at the pre-determined reversal position

It is the responsibility of the Jury, Chief of Timing & Calculations, and Race Administrator to fully understand and apply the rules regarding preparation of a Second Run Start List.

Result Submission and Document Packets:

U.S. Ski & Snowboard and FIS require submittal of event document packets. Packets submitted to U.S. Ski & Snowboard may either be mailed paper copy packets or electronically submitted scanned/PDF booklet format packets (electronic submittal is preferred). U.S. Ski & Snowboard is the repository for the majority of race result documents so FIS' requirements are minimal. However, if any documents must be submitted to FIS, they must be electronically submitted in scanned/PDF booklet format.

Official Results:

Results transmitted in the correct format - XML - are promptly posted on the U.S. Ski & Snowboard website. When U.S. Ski & Snowboard non-scored events are transmitted in the correct format - XML with separate race codes for each group - they are also automatically posted on the U.S. Ski & Snowboard website.

VII. TIMING – DOCUMENTS, CALCULATIONS AND EQUIPMENT:

Timekeeping & Recording Forms: (Refer to 29. Start/Finish Timekeeper Recording Form)

Ski race results are determined using a technique called “Time-of-Day” timing. Competitors’ starts and finishes are recorded using timing devices synchronized to the actual time of day, and their elapsed time is determined by subtracting the start time from the finish time.

U.S. Ski & Snowboard and FIS basically require the use of 3 redundant timing systems. The first 2 systems (System A and System B) are required to electronically trigger the start with a start wand and the finish with finish eyes. Systems A and B must be synchronized to the time of day and to each other. The devices record the time-of-day start and time-of-day finish for each competitor and print the times on paper tape; they also output the information to timing software.

The third system must be independent of the electronic A and B systems. This third system is comprised of synchronized stopwatches or hand-held battery-operated timekeeping equipment. The devices are manually triggered by “Timekeeping Assistants” physically located at the start area and the finish area.

For start manual/hand timing, when a competitor’s lower leg crosses the start line, the Start Manual/Hand Timekeeper pushes the appropriate button on a time-of-day manual timekeeping device, to freeze/record the running display. That time along with the competitor’s bib number is recorded on a recording form.

When any part of the competitor crosses the finish line, the Finish Manual/Hand Timekeeper pushes the button on another time-of-day manual timekeeping device that is synchronized to the manual timekeeping device at the start. The time that shows on the frozen display is recorded on the recording form along with the competitor’s bib number.

The people operating manual/hand timing at the start and finish are known as *Assistant Timekeepers (Manual/Hand Timekeepers)*, and the people recording the result on paper are known as *Manual/Hand Time Recorders*. The Start/Finish Timekeeping Recording Form has to provide a record of actual occurrences and must not be pre-numbered.

A perfect situation would be two Manual/Hand Timekeepers with a Manual/Hand Time Recorder at the start and an identical team at the finish. Personnel are not always available for this “perfect” situation, so it is suggested that the Primary Manual/Hand Timekeepers at the start and at the finish each operate *ONLY ONE* manual timekeeping device. The Secondary Start and Secondary Finish Manual/Hand Timekeepers can then operate another manual timekeeping device and also fulfill the duties of a Manual/Hand Time Recorder. This will encourage accuracy and teamwork and will result in a better educational atmosphere.

In Slalom events, should two competitors be approaching the finish in close proximity, there may not be enough time for both Manual/Hand Timekeepers to time the first competitor, read off and record the time of day and reset for the second competitor, it is suggested that the Primary Finish Manual/Hand Timekeeper records a time for the first competitor to cross the line, and the Secondary Finish Manual/Hand Timekeeper records a time for the second competitor to cross the line. An indication

must then be made as to whether the recorded times are a “P” (primary) time or an “S” (secondary) time.

In “simpler” situations with one watch, read aloud and record the time of the first competitor with the display in plain view, press the time button for the second passage *without* viewing the watch. You may view the second passage time of day, after having reached agreement on the first competitor’s time of day. *Prior to race day, verify the watches being used will allow for retrieval of times.*

Hand-held battery-operated timers are available that have the ability to store data in memory and either print it immediately or retrieve and print it later. Because of the possibility of equipment failure, however, it is strongly recommended that a Manual/Hand Time Recorder be available to actually record the start and finish manual/hand times.

Important points for Manual/Hand Timekeepers to remember include:

- How to hold and how to use the stopwatch or hand-held battery-operated timer
- What is a “legal” start and a “legal” finish
- *Record* the time you see or *repeat* the time you hear
- The importance of consistency

Start Switch and Start Wand:

The start switch includes a wand which is a small diameter fiberglass rod, similar to a fishing pole, mounted horizontally above the starting line and at an elevation that places it at or below a competitor’s knees. It is mounted on a hinge so as the competitor propels forward across the starting line, the movement of the competitor’s leg forces it to swing open. The switch is connected to the electronic timekeeping system; when the wand opens, the system records the start time.

If a start wand must be replaced during a competition, the replacement must be identical to the original and must be installed in the same position and with the same rotation as the original.

Finish Line & Finish Beam:

The finish line has a specified width that is different for speed and technical events. The snow along the finish line must be horizontally marked with color so that the line is clearly visible to an approaching competitor. The line should be marked prior to competitors’ course inspection, and since the competitors are allowed to inspect the entire venue – including the finish arena, re-marking will be required prior to the start of the race. Environmental concerns may limit the type of coloring substance being used; diluted food coloring, drink mixes or gelatin-type products are usually acceptable.

On either side of the finish line a photoelectric-eye system is installed so that the beam is projected parallel to the line and at an elevation above it approximately the same height as the start wand.

The finish beam is wired to the electronic timing system. When the beam is broken by the passage of a competitor across the finish line, the circuit causes the time of day to be recorded and printed on a paper tape. The start time is then subtracted from the finish time to yield the elapsed time that is recorded and printed on a paper tape along with either the competitor’s start number or bib number; this is the competitor’s *official time*.

NOTE: If a competitor misses a gate prior to crossing the finish line, DSQ is mandatory. There is no provision that allows a competitor to cross back over the line to complete passage of a missed gate.

Subtracting “time”:

When subtracting “time,” follow this procedure. Start across the top line to the right and check to see IF any 'borrowing' needs to be done. Then, perform the subtraction procedure back across to the left in the normal manner. When a procedure is adopted and followed consistently, fewer errors occur.

When you borrow time, remember 1 minute = 60 seconds; cross a colon from left to right and borrow 60; cross a decimal from left to right and borrow 10.

Start here:

```
> > > > > > >
    3:61
15:04:04.8910
- 15:02:59.8729
  1:02.0191
< < < < < < <
```

Truncate to 0.01, TIME = 1:02.01

REMEMBER: Only numbers are rounded. Times are never rounded, they are truncated!

Replacement (Equivalent Electronic – EET) Times:

If a Primary (System A) electronic time of day is not available for a competitor, a competitor’s Replacement (Equivalent Electronic – EET) time is calculated using a comparison of System A (Primary) electronic start or finish time-of-day times to System B (Secondary/backup) electronic start or finish time-of-day times and replacing only the missing start time-of-day or finish time-of-day impulse.

If all electronic timing system(s) fail, a competitor’s Replacement (Equivalent Electronic – EET) time can be calculated from the manual/hand time-of-day times. *An EET calculation must use time-of-day precision to a minimum of 1/1000th (.001) for the correction value. If manual/hand timing is only available to a precision of 1/100th (.01), the full precision of 1/1000th (.001) or better must be used. e.g., watch only displays seconds to .49, .490 must be used in the calculation process.*

A Replacement Time is calculated by comparing the System A start or finish electronic time-of-day time to the corresponding System B start or finish (or manual/hand, if System B not available) time-of-day time for the ten (10) competitors starting before the competitor with the missing time. If ten (10) competitors’ times before the missing time are not available, the calculation is completed using competitors’ times after the missed time.

The total difference is divided by ten (10) and rounded up or down (0.044 = 0.04; 0.045 = 0.05). This result serves as a *correction factor* or *average margin of error*.

The correction factor is then applied to System B (or manual/hand) time-of-day time for the competitor that was missing an electronic System A time-of-day; the result is a *Replacement Time*. (Use of a photo-finish timing does not require calculations; photo-finish timing is only required for World Cup and above.)

A *Replacement Time* that is required by the failure of the timing system(s) constitutes an official time for a competitor. (EET calculation procedure is fully explained in Basic Timing & Calculations Clinics.)

IX. EVENT COMMUNICATION:

Radio and Headset (hardwire start to finish) are the two basic communication methods used at most venues.

Within the competition arena, radio is the primary method of communication for the Jury and the course crew. The Jury, Start and Finish Referees (Jury Advisors) must all be on a single reserved Jury channel that is free from interference. This will enable them to hear and respond as needed to Start Stop and Start Stop-Yellow Flag commands. Connection Coaches (if appointed) will also need radios.

The Jury channel is also used to clear the course prior to and during the competition, report DNFs (racers who will not finish) and to share other information needed by the Jury and those monitoring the Jury channel. Course crew should be assigned a different channel; *if this is not possible, they must limit their radio communications*. The Chief of Course either monitors the Jury channel or has a second radio in order to receive requests for course work/repair. Timing will also have a radio for monitoring Jury communications and to hear and acknowledge DNF reports.

Headphone communication (hardwire) between the starter and timing is, generally, the primary method for communication between these two areas. Radios, *on a discrete frequency*, may be used, however a hardwire connection is preferred.

Course Clear:

Everyone should become familiar with Start Stop Procedures and Course Clearing Procedures, as they form the basis for controlling the race venue.

Prior to starting forerunners, racers or restarting a race that has been stopped, the jury is responsible for confirming that the course is clear and ready. One of the most common methods of clearing is a call for a “clear from the bottom up.” It begins with Timing and the Finish Referee and continues up the hill with clears from all members of the Jury, any Connection Coaches, and possibly the Chief of Course. The clear culminates with the Start Referee confirming that the start is clear. If any position is not clear the race is not started until everyone reports clear. The protocol for clearing a race course may vary by venue, circumstances, and the Organizing Committee’s preferences.

“START STOP” AND ITS PROCEDURES

The Technical Delegate is responsible for confirming that all Jury members, Connection Coaches (Eyes of the Jury) and Jury Advisors have reviewed and are aware of “Start Stop” and “Start Stop/Yellow Flag Stop” procedures. *ANY Jury member, Eyes of the Jury or Jury Advisor MAY call a “Start Stop” when necessary to address critical situations. No other official is authorized to call a “Start Stop.” Failure to comply may result in a “walk over,” effectively canceling the Start Referee’s ability to receive the transmission.*

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 –because the

preceding racer may have 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.

3. The Start Referee must immediately, and in a concise manner, respond via radio confirming:
 - a) The start is closed, and
 - b) Must state the start number of the last competitor to have started, and
 - c) State 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 now on alert that a competitor may require medical assistance.
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 REGARDING A MEDICAL INCIDENT!
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.

X. RACE DAY (RACING IS FOR THE COMPETITORS):

Start Lists, daily schedules (programs), and local rules are available at Registration. If the Jury authorizes a request for late entries, the Start List will change, and the officials at the start, timing personnel, and the Jury must have an updated Start List. The update should also be posted at the Scoreboard or Official Notice Board. If distribution of bibs and collection of bib deposits were not done at the Team Captains' Meeting, this will also be taken care of at registration, and competitors may be required to leave a bib deposit prior to collecting their racing bib. If the bib is not returned, the deposit is forfeited.

Unless competitors are season pass holders, they also pick up their lift tickets at registration. Depending on the ski area, lift tickets are required, and the competitor is expected to be wearing the lift ticket whenever boarding a lift.

Racers, officials and volunteers usually all check-in at Registration. Any competition worker who is not a current U.S. Ski & Snowboard member (Competitor, Master, Short Term, General, Coach, Official, etc.), or who is not the landowner, ski area operator or ski area employee acting within the scope of their employment will be required to sign a "U.S. Ski & Snowboard Volunteer Competition Worker Registration." *This document requires that the individual be over the age of 18 years. (Refer to #19. U.S. Ski & Snowboard Volunteer Competition Worker Registration)*

Course Inspection:

Competitors must follow the instructions of the Jury regarding acceptable methods of course inspection. Skiing or shadowing any portion of the racecourse in racing fashion during inspection,

unless otherwise instructed by the Jury, will result in sanction. Skiing or shadowing any portion of the racecourse in racing fashion while on an adjacent run will also result in sanction.

Training/warm-up courses are usually available, are restricted to selected trails, and the competitors should make use of them. The OC may require supervision of these areas, generally by the Team Captains. Whether a competitor chooses to free ski to warm up or uses the practice course, they must remain conscious of the time. *It is each competitor's obligation to report to the start on time.*

Equipment is the responsibility of the individual competitor and, if applicable, their parents/legal guardians, but the coach may want to examine it prior to the start. The coach may also have advice for the competitor just prior to the start.

Competition, On-Hill Competitor Security/Protection and the Finish Area:

After the course set and on-hill competitor security/protection are inspected and approved by the Team Captains and the Jury, and at the request of the Jury, the position of the turning gates may be marked with a coloring substance. If a gate is missing, the competitor must make a concerted effort to pass in a legal manner or else stop immediately and ask for a rerun. If a competitor's "concerted effort" does not result in legal passage through the gate – both feet and both ski tips – the competitor will be listed as having committed a gate fault which will result in disqualification.

In the event of interference, the competitor *must ski out of the course immediately* and report to the nearest Gate Judge, a member of the Jury, or a Jury Advisor (Start or Finish Referee). Failure to immediately ski out of the course and request a rerun based on the interference may eliminate the possibility of a provisional rerun.

If a competitor in a U.S. Ski & Snowboard event loses a ski more than two gates above the finish in Slalom, Giant Slalom, or Super G, or more than one gate above the finish in Downhill, the competitor may not continue on the course and must immediately remove themselves and their equipment off the course to make way for the next competitor. Failure to do so is clear disqualification and the competitor may be subject to additional sanction(s).

Racing speed may not allow a competitor to securely stop prior to crossing the finish line. These competitors are assigned a time and are then disqualified. If the Jury feels speed was the reason the competitor did not stop prior to crossing the line, no further sanctions should be applied.

If a competitor loses a ski below the second gate above the finish line in Slalom, Giant Slalom, or Super G or below the last gate above the finish line in Downhill, the competitor may finish on one ski. (*This "fall in the finish" rule is a U.S. Ski & Snowboard rule only and may be waived by the competition Jury at events that are not scored, e.g., YSL.*)

Once a competitor crosses the line, the competitor must stop within the finish area. The competitor should then proceed out of the finish area in a controlled manner, to make room for the next competitor.

Even if a coach feels all of the competitors, for whom the coach is responsible, had clear passage through all the gates, the coach is still responsible for verifying the information posted on the Report by the Referee after each run. Protests against disqualification must be submitted within a fifteen-minute period after the posting or announcing of disqualification. *A Protest submitted after the expiration of this protest period will be disallowed; failure to verify disqualifications is not a valid reason for filing an appeal of the Official Results.*

All procedures from the first run are observed for the second run including the preparation of a Report by the Referee showing second-run NPS, DNS, DNF and DSQ information.

Access to Officials & Relationship with the Jury and the Jury Advisors:

Since the Start and Finish Referee must be present at their respective posts throughout competitors' course inspection, training, and the race and are in radio contact with the Jury, they are the most accessible officials in case a coach or competitor requires the assistance of the Jury.

In order to consider the validity of a request made for a provisional start or provisional rerun, a competitor will be required to testify before the Jury. A protest of a sanction also requires the competitor's testimony, so the competitor must remain available until the Jury meets and reviews its decision. It is essential that the competitor's coach also be available because the competitor must be represented at the Jury meetings by a coach. Due to time constraints, the Jury meeting may not occur until after the race, and in the case of a protested 1st Run DSQ, the DSQ competitor will be allowed to start the 2nd Run on a provisional basis.

Jury sanctions may include oral reprimand, disqualification, suspension, impaired starting position, and/or loss of accreditation. FIS events allow for imposition of monetary sanctions; U.S. Ski & Snowboard events do *NOT*. It is important to remember a competitor shall only be disqualified if the competitor's mistake would result in an advantage with regard to the end result, unless the Rules state otherwise, e.g., Gate Fault, Early-Late Start, etc.

XI. WEB RESOURCES

The U.S. Ski & Snowboard website usskiandsnowboard.org is designed for ease of use by competitors, parents, officials, and other interested individuals who are looking for competition information. Athlete rankings, competitor membership data, Alpine Officials' data, U.S. Ski & Snowboard and FIS official race documents, rule changes, schedules, and news bulletins are among the many items offered. Competitors' and Alpine Officials' data can be sorted by many parameters including last name, region, year of birth, official certification level, etc. *Due to privacy concerns, some member information requires login access.*

The U.S. Ski & Snowboard website is not confined to Alpine issues; links are available to all disciplines. The U.S. Ski & Snowboard website also offers a link to the FIS website fis-ski.com.

U.S. SKI & SNOWBOARD

ABBREVIATIONS and TERMINOLOGY 2019-2020

The following abbreviations and definitions are not quoted from the U.S. Ski & Snowboard Alpine Rules and Regulations or the FIS/ICR.

ACR	- U.S. Alpine Competition Regulations	HT	- Hand Time (Manual Time)
AC	- Alpine Combined (speed + tech)	ICR	- International Ski Competition Rules
CC	- Chief of Course	MPF	- Master Packet of Forms
CR	- Chief of Race	OC	- Organizing Committee a/k/a ROC
DH	- Downhill event	P	- Parallel event
DNF	- Did Not Finish	RA	- Race Administrator
DNS	- Did Not Start	RF	- Referee
DQ	- Disqualify; may also see DSQ	SG	- Super G event
EET	- Equivalent Electronic/Replacement Time	SL	- Slalom event
FIS	- <i>Federation Internationale de Ski</i>	TC	- Timing & Calculations
GS	- Giant Slalom event	TD	- Technical Delegate

Assistant Starter - calls competitors to the start in their start order.

Assistant Timekeepers - operate the manual timekeeping at the Start and Finish.

BIBBO - a method of determining second run start order. (In some regions there are exceptions.)

Chief of Course - coordinates course preparation/maintenance.

Chief of Race - person in charge of coordinating the race on the hill.

Comp Guide - U.S. Ski & Snowboard Alpine Competition Guide - issued every fall; contains almost everything you need to know about ski racing in the USA.

Course Freeze - in Downhill and Super G races there is no movement from a specified time prior to the start of the race until the race is concluded; therefore, movement is frozen. This is for the protection of the competitor on course.

Course Setter - sets a course for a race and is usually a coach.

Double Draw - 1st number drawn indicates competitor's place on the Seed Board; 2nd number drawn indicates competitor's start position.

Draw - determines the order competitors appear on the Start List. This may be a random computer Draw or a Double Draw.

DQ or DSQ - is the result of committing a verified gate fault or rule violation; racer does not receive a result.

Equivalent Electronic or Replacement Time (EET) - is a method of calculating a missed electronic time by using a comparison between manual/hand times and electronic times.

Electronic Time Operator - operates the electronic timing equipment.

Electronic Time Recorder - records the times from the electric clock.

Entry Card - a card used to facilitate competitor entries.

Fault - an error observed and recorded by a Gate Judge; recorded AND **DIAGRAMMED** on Gate Judge Card which can result in a DQ or DSQ.

Finish Area - area beyond finish line intended for allowing a competitor to stop after completing the course.

Finish Referee - Jury Advisor that supervises the Finish area.

FIS Entry Forms - form used for FIS race entry; retained by Organizers.

Forerunners - persons who start prior to the published start time to set a racing line. Forerunners must meet all requirements for entry to the event including membership. Forerunners in a FIS race who are not FIS inscribed must also sign the FIS Athlete's Declaration. Forerunners cannot also be competitors in the event.

Gate Judge - judges competitors' gate passage as being either correct or incorrect.

Gate Judge Card - a card Gate Judges use to record a competitor's correct passage or fault through their assigned gates.

Hand Timekeeper (Manual Timekeeper) - operates a manual stopwatch in order to provide backup times.

Homologation - a process by which a hill is determined to be acceptable for specific events.

Jury - a group of officials: Technical Delegate, Referee, Chief of Race for TECHNICAL EVENTS and Technical Delegate, Referee, Chief of Race, and Assistant Referee for SPEED EVENTS, who function independently of other committees to ensure fair and equal opportunity for all competitors at a given race.

Jury Advisor - a 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 must be in radio communication with the Jury.

Jury Inspection - accomplished prior to competitors' course inspection; legality of the gates and the course set is determined at that time. Placement of competitor security measures is also addressed.

Jury Meeting - a meeting of the Jury to discuss race-related items of business, e.g., to hear Protests and/or approve provisional starts and provisional reruns.

NPS - racer is not permitted to start due to irregularities with equipment

Organizing Committee (ROC) - a group of people, both legal and physical, concerned with activities related to the race.

Penalty Points - a numerical indicator that allows a race at one site to be equalized to a race held at another site.

Poster - person who "posts" the competitor's time on the scoreboard.

Precisions - published by FIS and U.S. Ski & Snowboard to cover interim/trial rule changes.

Race Arena - usually refers to the area from top to bottom between the start area fencing and the finish area fencing and the side-to-side area between the fencing on each side of the course.

Race Chairman - person who staffs a race; is often the Chief of Race.

Racecourse - is the line taken by the competitors and includes the all of the area between the fencing.

Race Points - calculated number comparing an individual's time to the winner's time in a particular event.

Competitor Course Inspection - time allowed for the competitors to carefully study the course.

Referee/Assistant Referee - usually coaches appointed by the Technical Delegate who serve as the competitors' representative on the Jury. (Assistant Referee is appointed for speed events only. They may be appointed for U.S. Ski & Snowboard technical events only for training purposes.)

Schedule Agreement - document outlining parameters of event(s); submitted by OC for U.S. Ski & Snowboard's acceptance.

Secretariat - area where administrative portion of race is done; where Race Secretary/Administrator is found.

Seed Board - display of all competitors entered in race in U.S. Ski & Snowboard or FIS Point order - lowest to highest - before the Draw. It displays actual start order after the Draw.

Seed Points - numerical indicator of an individual's standing among other competitors in event; 0.00 is the best with 999.99 indicating no U.S. Ski & Snowboard points have been earned; FIS Points are actually calculated to 999.00.

Start Area - a fenced area where competitors line up prior to starting and to do last minute preparations.

Start List - Starting order for competitors; contains names of Jury, Forerunners, and course information.

Start List Second Run - Starting order for second run of a 2-run race.

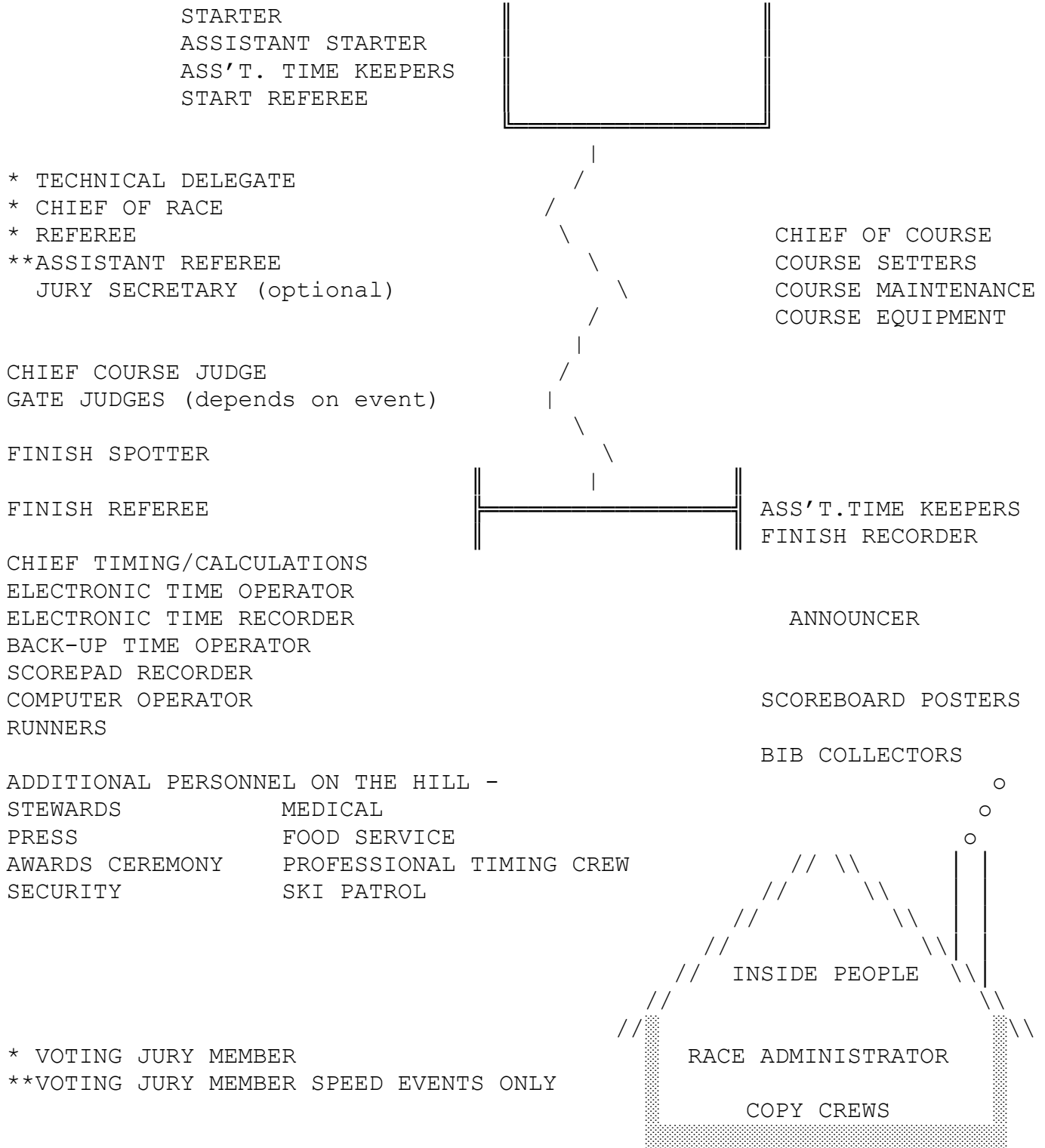
Starter - person responsible for giving the Start signal to the competitor.

Start Referee - Jury Adviser who supervises the Start area.

Team Captains' Meeting - a meeting for coaches, Jury, Jury Advisors, and other officials and guests to review coming race. The Draw, if required by level of event, must take place at a Team Captains' Meeting.

Technical Delegate - person appointed as U.S. Ski & Snowboard's or FIS's representative to see that all rules are enforced and the race is fair for all competitors.

**U.S. SKI & SNOWBOARD
PERSONNEL AT THE RACE - ALPINE**



REPORT BY THE REFEREE/PROCES VERBAL DU JUGE ARBITRE/PROTOKOLL DES SCHIEDSRICHTERS

Place / Lieu / Ort		YOUR SKI AREA		Country / Pays / Land	USA	Codex	As assigned
Name of event Nom de l'événement Name der Veranstaltung		REGISTERED NAME OF EVENT			Date Date Datum	CURRENT DATE	
Category		NON-SCORED, SCORED, or FIS CATEGORY	Gender	LADIES or MEN	Event	SL or GS (RUN 1 or 2) or DH, or SG or KOMBI	
The following competitors have been disqualified according to ICR / Les coureurs suivants ont été disqualifiés selon le RIS / Die folgenden Wettkämpfer wurden im Sinne der IWO disqualifiziert:							
No. No. Nr.	Surname, First Name Nom de famille, Prénom Familienname, Vorname		Nat	Gate No. No. porte Tor Nr.	Gate Judge Juge de porte Torrichter	Notes Notes Bemerkung	
4	ANDERSON, Arthur		USA	5	BAILEY, John	Missed Gate	
35	PARKER, Peter		USA	Start	START REFEREE	613.7 / 629.3	
Not Permitted to Start (No) / Pas autorisé à démarrer (No.) Nicht zum Starten zugelassen (Nr.)							
No. No. Nr.	Surname, First Name Nom de famille, Prénom Familienname, Vorname		Nat	Notes / Notes / Bemerkung			
10	MORRISON, John		USA	627.6 (Motocross helmet)			
24	JOHNSON, Curtis		USA	627.1 (Verbally abusive with start personnel)			
Did not start (No.) / Pas au départ (No.) Nicht am Start (Nr.)		12	23	25			
Did not finish (No.) / Pas à l'arrivée (No.) Nicht im Ziel (Nr.)		1	16	45			
Time published Heure d'affichage Anschlagzeit		12:00	Deadline Délai Ablauf		12:15	Date Date Datum	EVENT DATE
				The Referee Le Juge arbitre Der Schiedsrichter		MUST BE SIGNED	

FÉDÉRATION INTERNATIONALE DE SKI
INTERNATIONAL SKI FEDERATION
INTERNATIONALER SKI VERBAND

Team Captains MUST review the Report by the Referee at the end of each run regardless of their belief in the status of their competitors.

Protest period is only 15 minutes; protests delivered after that time will not be accepted.

17-18

This is a new form; older forms do not have a separate section for listing of NPS competitors. When using older form, Referee must be aware of the need to designate between NPS and DNS.



START/FINISH TIMEKEEPER RECORDING FORM

DATE: 1/18/2019_____ PAGE: 1____of 1____ 1st RUN 2nd RUN
MARK ONE: START FINISH WOMEN MEN
TIMEKEEPER NAME: Fred Smith_____ DH GS SL
RECORDER NAME: Angela Smith_____ SG AC/K P

BIB #	TIME OF DAY		
	MM	SS	ss
F1	25	00	41
F2	26	04	27
F3	26	59	01
1	00	01	75
2	01	01	10
4	01	04	59

BIB #	TIME OF DAY		
	MM	SS	ss

18-19

This form is also used by Finish Timekeepers to document the exact time that each Forerunner or Competitor crosses the Finish Line.
FORMS MUST NOT BE PRE-NUMBERED; they must provide a “real-time” record!

INSTRUCTIONS FOR GATE JUDGES

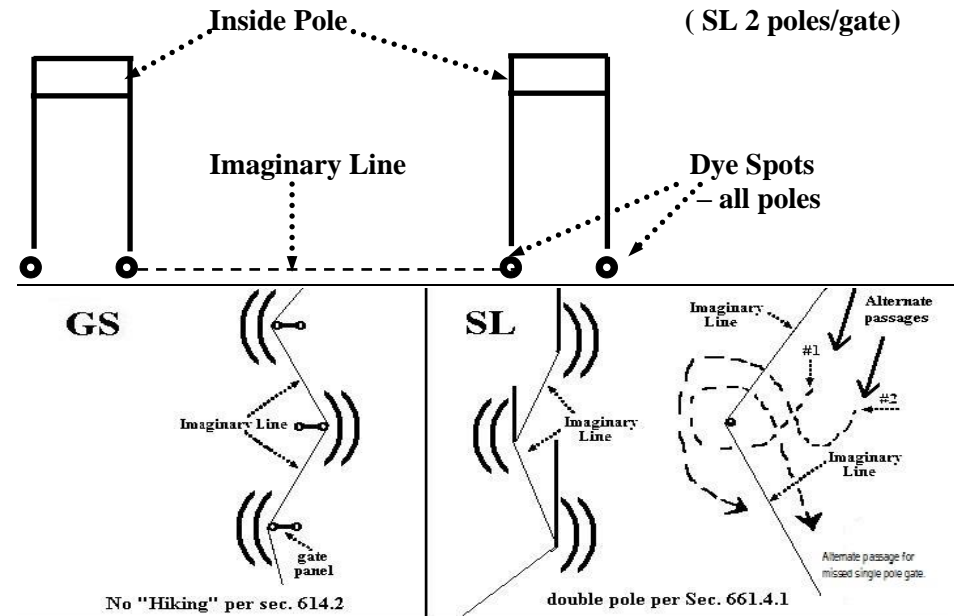
Wear clothing appropriate for varying and unknown weather conditions.

- Stand where you can see all your gates and can take prompt action to repair the course.
- Record all faults (F):
 - 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
 - Be prepared to explain all faults.
 - Do not discuss the fault with anyone except the Chief Gate Judge or Jury members.
 - If you have reported an F, it is sometimes necessary to attend a jury meeting. Check with the Chief Gate Judge after the race.
 - Do not report an F if you are in doubt. Give the racer the benefit of the doubt.
- Record on card the circumstance of any interference to a racer's run.
- 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."
- Avoid conversations and other distractions. Concentrate on your job.
- Avoid interference of any kind with a racer.
- Maintain the course in equal condition for all racers, if possible.
 - Replace broken poles in exact position and keep vertical.
 - Put flags back in place.
 - Maintain and repair course.
 - Keep spectators, photographers and other competitors clear of course.
- Remain in place until notified that race is over.

REASONS TO DECLARE A FAULT

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

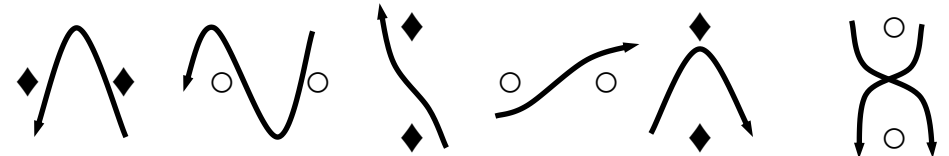
DH, GS, SG
(SL 2 poles/gate)



GATE PASSAGE LINES IN SINGLE POLE EVENTS

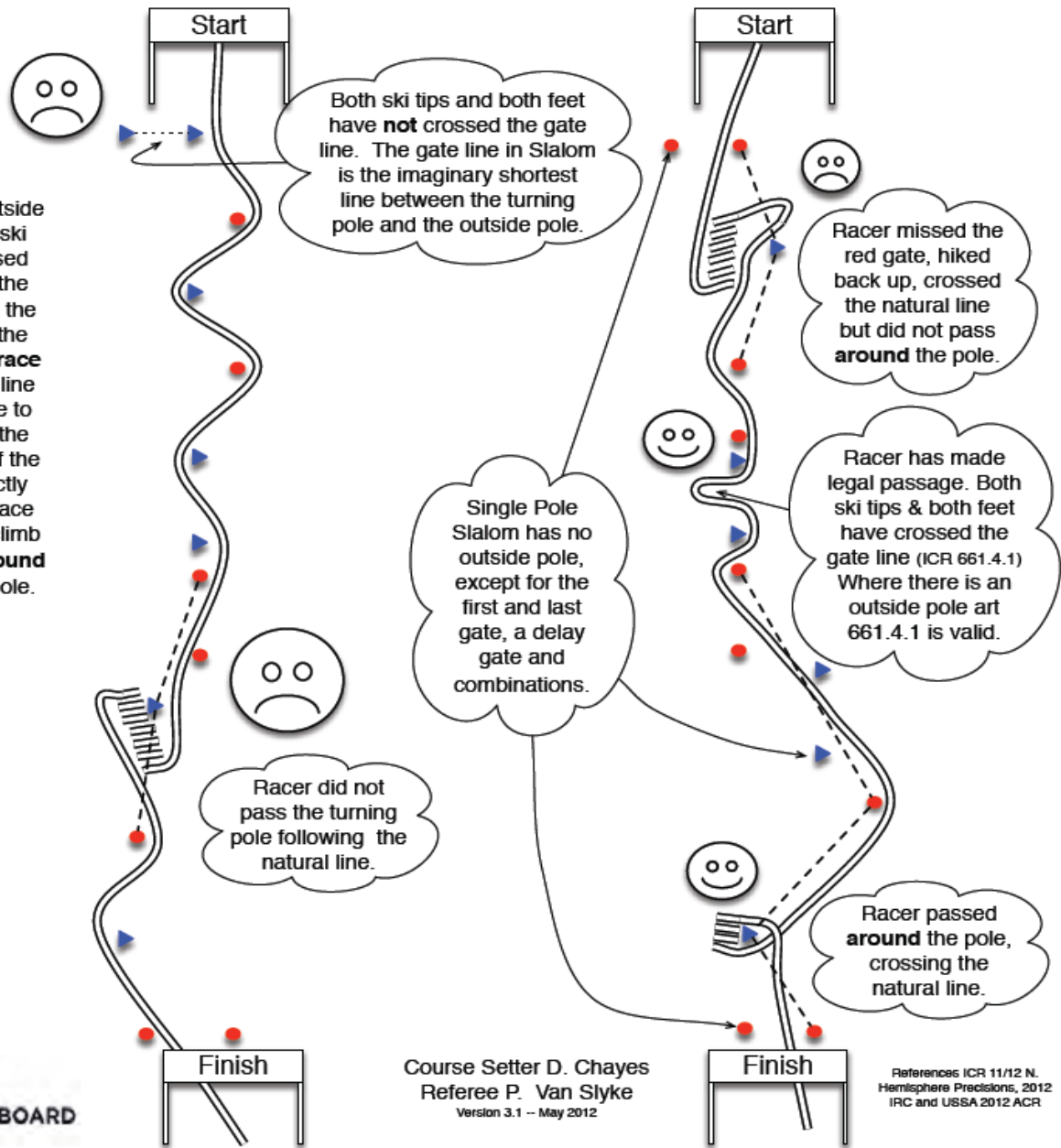
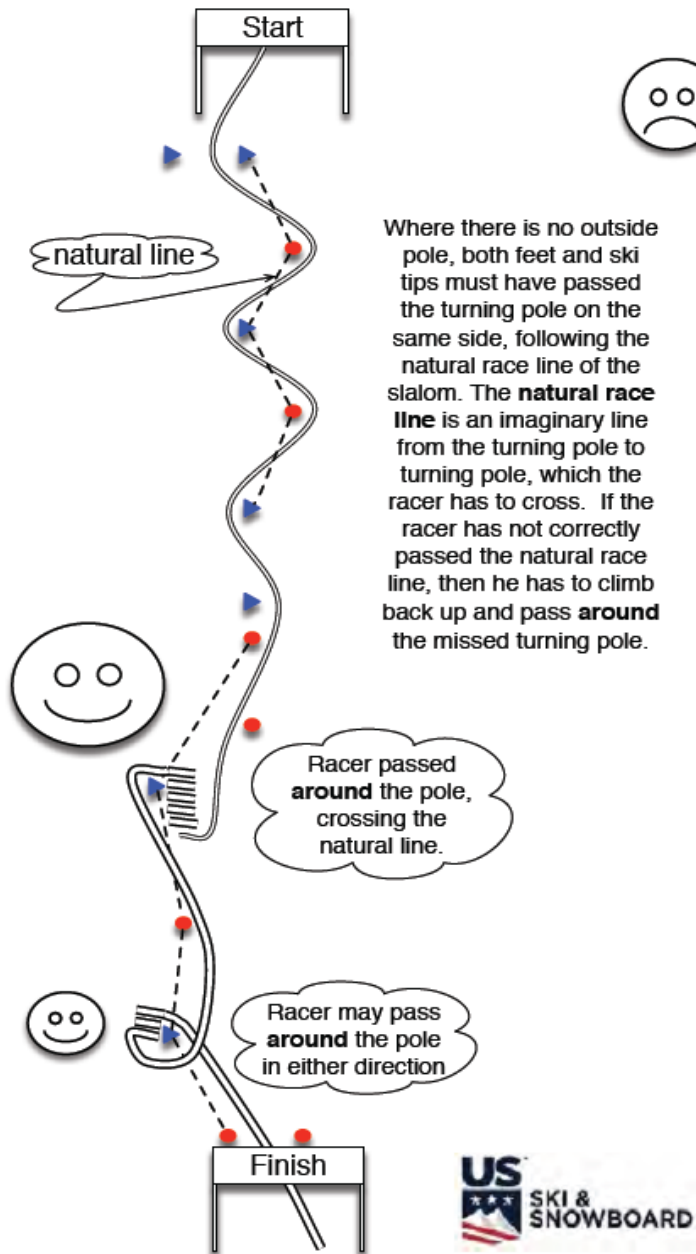
WATCH THE SKI TIPS AND THE FEET

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:

- Racer knocks down one or all poles of a gate,
- Racer slides through the gate on some part of racer's body other than feet,
- Racer enters and exits from the same side,
- Racer enters gates from a direction that differs from other racers,
- Racer passes through the gates out of their numerical order.
- In **SL**, racer hikes back up through a gate, or loops around a missed turning pole.*



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 athlete the benefit of 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.

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.
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• • • • • **REMEMBER** • • • • •

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



Gate Judges Card

Race: _____

Date: _____

Men **Women** **Run #** _____

DH **GS** **SL** **SG** **AC/K**

Faults **No Faults**

Gate No(s): _____

Date: _____

Name: _____

Cell: _____

Signature: _____



Gate Judges Card

Race: _____

Date: _____

Men **Women** **Run #** _____

DH **GS** **SL** **SG** **AC/K**

Faults **No Faults**

Gate No(s): _____

Date: _____

Name: _____

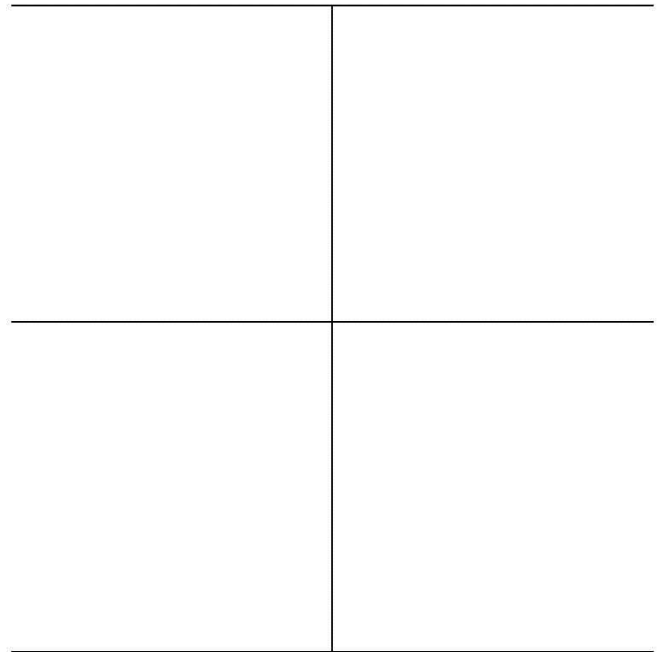
Cell: _____

Signature: _____

Bib Number	Gate Number

Bib Number	Gate Number

DIAGRAM

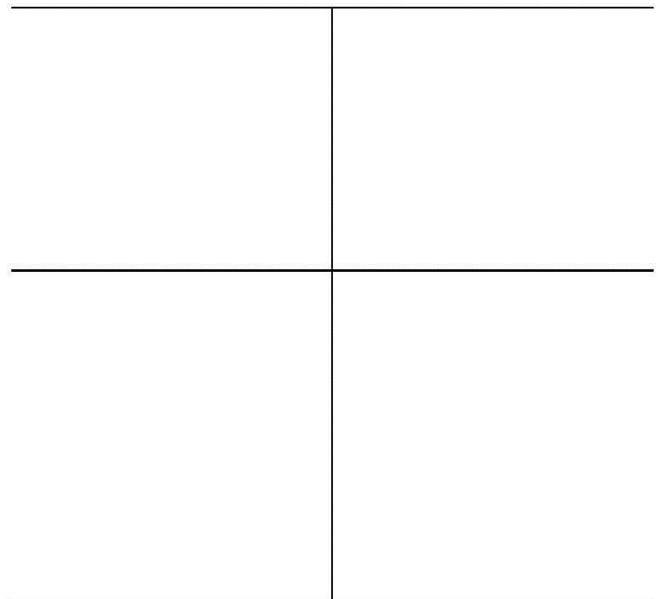


◆ - Blue ○ - Red @ - Your Location

Bib Number	Gate Number

Bib Number	Gate Number

DIAGRAM



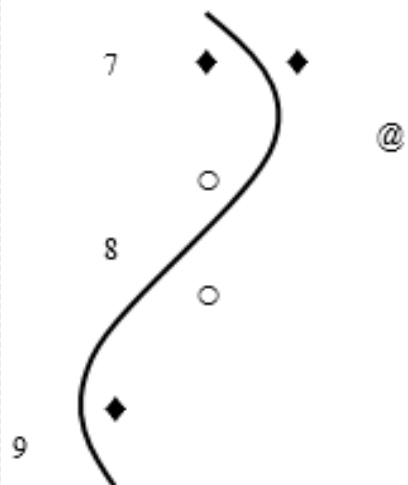
◆ - Blue ○ - Red @ - Your Location



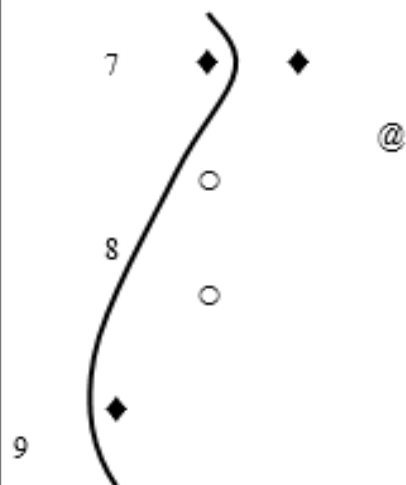
GATE JUDGE DIAGRAM CARD

◆ = Blue Flag ○ = Red Flag @ = Gatekeeper's position

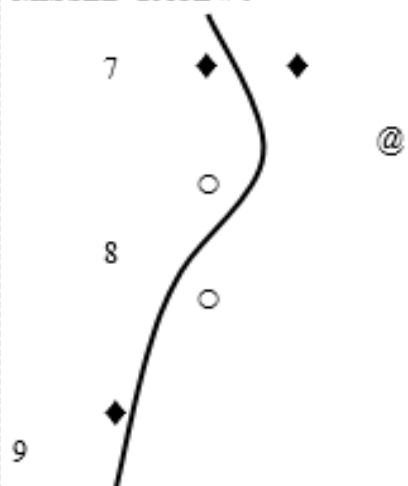
Sample drawing of your gate(s)



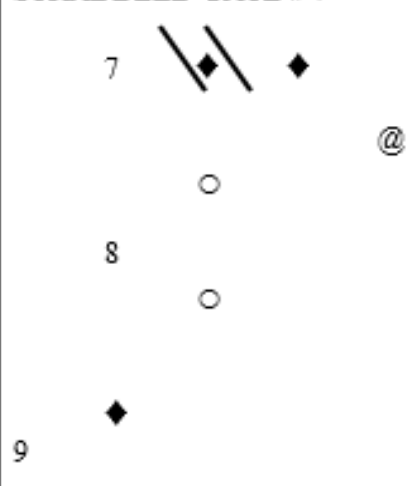
Racer(s) # 5, 11, 18
MISSED GATE # 8



Racer(s) # 23
MISSED GATE # 9



Racer(s) # 25
STRADDLED GATE # 7



FOR EVERY FAULT MAKE A DIAGRAM

U.S. SKI AND SNOWBOARD

GATE JUDGES CARD

NO FAULTS

FAULTS X

Men

Women X

Run #

Gate(s) #

1 7,8,9

DH

SL X

GS

SG

AC/K

Date 7-1-16

Gate Judge (print full name) George G. Judge

Alternate Sally Standin

Cell: (987)

654-3210 / 432-867-5309

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

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

✓ = Legally passed

F = Fault

BIB NO.	OK	F	BIB NO.	OK	F	BIB NO.	OK	F	BIB NO.	OK	F	BIB NO.	OK	F
1	✓		21	✓										
2	✓		22	✓										
3	✓		23		F									
4	✓		24	✓										
5		F	25		F									
6	✓		26	SS										
7	✓		27	✓										
8	✓		29	✓										
9	✓		30	✓										
10	✓													
11		F												
12	✓													
13	✓													
14	✓													
15	✓													
16	✓													
17	✓													
18		F												
19	✓													
20	✓													

17-18

GATE JUDGE DIAGRAM CARD

♦ = Blue Flag ○ = Red Flag @ = Gatekeeper's position

Sample drawing of your gate(s)

Racer(s) #

Racer(s) #

Racer(s) #

FOR EVERY FAULT MAKE A DIAGRAM

U.S. SKI AND SNOWBOARD

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.

✓ = Legally passed

F = Fault

BIB NO.	OK	F	BIB NO.	OK	F	BIB NO.	OK	F	BIB NO.	OK	F	BIB NO.	OK	F

*Mark Alternate at first racer

17-18



ALPINE OFFICIAL'S RECOMMENDATION FORM

Use a separate sheet for each recommendation and return to applicable Division AO Chair.

Official's Name: _____ **Member #:** _____ **is being**
(Please print Official's name.)

recommended for advancement from Level ___ to Level ___ in the following specialty area:

- | | | | | |
|----------------------|--------------------------|------------------------|--------------------------|--------------------------|
| Chief of Course | <input type="checkbox"/> | Referee | <input type="checkbox"/> | Rate on scale of 5 to 1: |
| Chief of Race | <input type="checkbox"/> | Timing & Calculations | <input type="checkbox"/> | 5 - Outstanding |
| Competition Official | <input type="checkbox"/> | Technical Delegate | <input type="checkbox"/> | 4 - Excellent |
| Jury Advisor | <input type="checkbox"/> | (Start/Finish Referee) | | 3 - Good |
| Race Administrator | <input type="checkbox"/> | | | 2 - Average |
| | | | | 1 - Needs Improvement |
| | | | | NA - Not Applicable |

Based on performance at _____
(List Race Name and Location)

This Official:

1. Has a good working knowledge of race operations as a whole. _____
2. Is knowledgeable about this position and its responsibilities. _____
3. Is capable of handling this position unsupervised. _____
4. Explains duties clearly to other race workers. _____
5. Is confident and shows initiative in this position. _____
6. Communicates well with other race workers. _____
7. Works well with other people. _____
8. Is well organized and accomplishes assigned tasks in a timely manner. _____
9. Completes all duties required by this position. _____
10. (For TC/TD only) is capable of performing all calculations required by this position _____

Comments - REQUIRED: _____

Official Capacity of Recommending Official: _____ **Level** _____

 Signature of Recommending Official (Please Print Name Legibly) Recommendation Date

THIS INFORMATION WILL BE KEPT CONFIDENTIAL. THANK YOU.



Volunteer Competition Worker Registration Form

Name (Please Print): _____

Address: _____

Read the following warnings carefully before signing this form. This is an acknowledgement, release and waiver of certain legal rights:

Ski and snowboard competitions involve **many inherent risks, dangers and hazards**. These risks, dangers and hazards may exist at any time and at any place in and around the competition course or facility. They may threaten not only the competitors themselves but may also threaten me as a competition volunteer.

Due to high speeds, extremely firm and slick surfaces, and icy conditions, I acknowledge that I will be at risk of being struck by competitors and/or runaway equipment. While I **agree to pay close attention to the intervals between competitors**, I agree to also be aware that such intervals are sometimes irregular. I agree to **pay special attention to competitor fall zones and likely trajectories of competitors** who may lose control and/or fall. If I have any questions or concerns about fall zones and/or trajectories, I will inquire with a member of the Competition Jury.

The Competition Jury is responsible for controlling the competition. I agree to comply with all instructions of the Jury regarding opening and closing of courses, and regarding my positioning and conduct on the course. However, given the unpredictability of ski and snowboard competition and the winter mountain environment, following the advice of Competition Jury members or any other person **does not and cannot guarantee my safety**. If I believe that complying with a Competition Jury instruction would expose me to risk of injury, then I agree to clearly state my concern to a Jury member and state my intention not to follow the instruction.

Competition equipment may be cumbersome and heavy. I agree to exercise caution in carrying and handling such equipment to avoid injury from strain or exertion, particularly when working on steep and uneven terrain. Also, I agree to pay attention to climatic conditions and to protect myself from exposure and dehydration.

Side-slipping of competition courses involves many of the risks and dangers inherent in the sport of skiing and snowboarding. These risks may be exacerbated by short time periods between competitors in which side-slipping must be completed. If you lack advanced skiing or riding skills or are otherwise unwilling to assume the risks inherent in this activity, do not participate in side-slipping of courses.

I acknowledge that the consumption of alcohol or illegal drugs by competition volunteers in U.S. Ski & Snowboard competitions is strictly prohibited.

By affixing my signature below, I represent that I am over the age of eighteen (18) years of age, have read the foregoing warnings and in spite of the risks, dangers and hazards involved in such activities, I nevertheless choose to volunteer my services as a volunteer. By so doing, I agree to release, indemnify, defend, and hold harmless the United States Ski Association dba U.S. Ski & Snowboard, its employees, affiliates, insurers, event hosts, and ski resorts operators and owners, and sponsors from any and all claims arising from my participation as a volunteer. I also understand and agree that as a volunteer I am not entitled to workers compensation coverage for injuries arising from my participation in these activities and specifically agree not to seek workers compensation coverage for any injuries sustained while volunteering. In the event that any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this acknowledgement, release and waiver which shall continue to be enforceable.

Signature

Date

19-20