

Study Group Programme Guidelines

FIS World Championships

This document serves for:

- **FIS World Championships organisers:** to navigate in the preparation of the **Study Group Programme** which is outlined in the [Rules for the Organisation of FIS World Championships](#), specifically **art. 22**.
- **Participants:** to inform about the programme guidelines

The Study Group Programme plan should be provided to FIS for approval at the latest at the last Coordination Group Meeting.

1 Introduction and Main Objectives

The FIS World Championships Study Group Programme is an initiative designed to provide future event organisers with practical, real-life experience from current hosts. It is also a key component of the **Transfer of Knowledge process**. The programme aims to enhance the level of information shared among organisers, fostering continuous improvement.

The **main objectives** of the programme are to:

- 1 Facilitate knowledge transfer between current and future event organisers through structured programme and real-time experience
- 2 Ensure participants gain operational insights and understand potential opportunities and challenges of event delivery

What is the study programme not about?

The program is not designed to provide free access to the event or the VIP hospitality area but to actively engage the participants in the event delivery fostering the knowledge transfer.

2 Participants

The programme is dedicated to the following stakeholders:

Stakeholders	Number of participants per group
Future Championships organisers and candidates (across different disciplines)	6 (as per art. 22.1)

Future Junior Championships organisers (across different disciplines)	2-3
Future FIS Games organisers and candidates	6
Olympic and Paralympic Winter Games organisers	6 (as per art. 22.1)
Organisers of other winter sports major events (e.g. Ice Hockey, Biathlon, FISU World University Games etc.)	2-3
Local governments and any other public bodies	2-3

According to the Rules for the Organisation of FIS World Championships, there are limitations on the number of participants per study group. **However, the organiser may choose to accept additional participants at its discretion.**

3 Study Group Coordinator:

A study group coordinator should be appointed within the LOC to act as the lead of the programme and should fulfil the following requirements:

- Has required knowledge and experience across different areas of the organisation of the FIS World Championships
- Has been part of the LOC for at least 6 months
- Is working full-time/exclusively on the Championships project

The study group coordinator should have sufficient time available to lead the programme besides delivering the Championships. We do not recommend assigning the Head of the LOC the main role in the programme considering their extensive workload during the event. Nevertheless, the designated person should have a broad knowledge and overview of the entire Championships project and be connected with all department leaders.

4 Programme Deliverables and Checklist:

What would an ideal study group programme entail?

- 1 **Group seminar** providing an overview of the Championships project, including the main learnings and lessons from the event planning/delivery (2-3 hours estimated).
 - It should contain all study group participants and different LOC departments in one place, including (but not limited to) sports operations, transport, accommodation, security, media and communications, commercial, human resources, technology, sustainability, ceremonies, sports integrity and medical.

- 2 **Individual sessions** divided per department allowing in-depth operational information exchange
- 3 **Shadowing opportunities** (available only to the next Championships organiser) within different departments where participants would be assigned a volunteering role to experience the event preparation (ideally, a couple of days before the event starts) and actual delivery, and obtain “learning by doing” skills on operational matters.

Checklist for organiser and participants:

- **Invitation** and **agenda** shared with FIS and participants
- **Accommodation** and **accreditation** ready for the participants
- Main **point of contact** and department leads contacts set up and shared with the participants
- Group seminars, individual sessions and shadowing opportunities scheduled
- **Slides** from the seminars and sessions shared with FIS and participants
- Participants to provide a **short summary of key learnings** to FIS

5 Important Information to Consider

Course Access

The FIS Race Directors confirm and issue the access to the competition courses, slopes, tracks and jumping hills for the study group programme members (such access cannot be issued by the study group coordinator) taking into account weather and slope/course/hill conditions. The study group coordinator shall gather the requests and seek approval from the FIS Race Director through the LOC sports department beforehand and have everything prepared in time for the needed course access.

Non-participating Study Groups

In case any study group is not engaging actively in the programme, their accreditation shall be downgraded in consultation with FIS.

Championships as the Main Priority

The priority should be always given to ensuring the Championships run smoothly and are given the required attention. The study group programme should not disturb the Championships delivery, which should not be the case when having been prepared in a thoughtful and good manner.