GUIDELINES FOR
FIS SKI JUMPING TECHNICAL DELEGATES

PUBLISHED BY

THE FIS SKI JUMPING SUB-COMMITTEE FOR OFFICIALS, RULES AND CONTROL

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FÉDÉRATION INTERNATIONALE DE SKI
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1. General

These guidelines supplement the formal regulations of the International Competition Rules (ICR) Volume III regarding Ski Jumping TDs and their assignments, and replace the guidelines of 24th April 1995.
For better readability, gender specific references have been omitted. The male form will also apply to females.

2. Contents

These Guidelines apply to the following areas:

- Prerequisites
- Application
- Training
- Written exam
- Practical test
- Responsibilities and continuing education
- Nomination
- Sanctions
- Reinstatement
- License expiration

for TD's of the International Ski Federation (FIS). The collective rules of Volume III of the ICR supersede any guidelines. The training is fundamentally based on the specifications in Art. 403.1 of the ICR.

3. Prerequisites

The prerequisite for application to become a FIS Ski Jumping TD is an extensive background in supporting roles for officials or a background as a national team athlete.

The TD is responsible for ensuring that the competition is carried out in accordance with the ICR and the appropriate Cup competition regulations.
By presenting the candidate's application, the Chair of officials of the National Ski Association verifies that the candidate:

- Has the required background and skills to fill the role of a TD
- Has an extensive knowledge of the different aspects of Ski Jumping
- Is familiar with ICR Volume III and Volume VII
- Is able to communicate clearly in the official FIS language, English
- Is self-confident and able to make timely decisions both independently and under stressful conditions
- Is able to confidently lead meetings in English
- Is not over the age of 43 at the time of application to become a FIS Jumping TD, though the FIS Jumping Committee may grant exceptions to this rule in justifiable cases in which the National Ski Association files a petition for admission on behalf of the candidate.

4. Application to become a FIS Ski Jumping TD

- The application to become a FIS Ski Jumping TD may only be made through the candidate's National Ski Association. For equipment controllers the application is made directly by the FIS.
- The application should be submitted to the Chair of the FIS Sub-Committee for Officials, Rules and Control by the Chair of officials of the respective National Ski Association.
- The official registration form of the FIS must to be used for the application.
- Upon application to become a FIS Ski Jumping TD, the candidate will be registered as such in the central data system of the FIS – Berkutschi.

- The Chair of officials (Obman) of the National Ski Association must instruct the candidate in the use of the FIS data system and the maintenance of their personal profile.
- The Chair of officials of the National Ski Association must also explain to the candidate how to access and use the e-learning system and familiarize them with its operation.
- The candidate will have the opportunity to study further to become a FIS Ski Jumping TD and to continue learning after becoming a FIS Ski Jumping TD via the e-learning process.

5. Training to become FIS Ski Jumping TD

- The training period for the FIS Ski Jumping TD starts with submission of the application and lasts for three years. For a TD candidate with a background as a national team athlete, a two-year training period is sufficient.
- The candidates are responsible for maintaining their personal profile and for entering their assignments and seminars into the FIS data system.
- The Chair of officials of the National Ski Association is required to check the candidate's entries and their accuracy on an ongoing basis.
- The Chair of officials of the National Ski Association is both responsible for and accountable for the candidate's training.
- The training must be in accordance with the requirements of the FIS Sub-Committee for Officials, Rules and Control and ICR 403.1.2.
- During the training period, candidates may be assigned by their Chair of officials as an Assistant Technical Delegate (TDA) to competitions listed on the FIS calendar in the International and FIS Cup categories. They cannot be assigned to World Cup or Continental Cup competitions. The assignment must then be approved by the Chair of the responsible FIS Sub-Committee.
- The candidate must attend at least one FIS Ski Jumping TD seminar during the training period.
- After fulfilling these requirements, the Chair of officials of the National Ski Association may register the candidate for the written exam for FIS Ski Jumping TDs.
- The Chair of officials of the National Ski Association must send the application to the Chair of the responsible FIS Sub-Committee by means of the appropriate form.
- During their training period, the candidate is not entitled to any expense reimbursement.
- The training period ends with the successful completion of the written exam.

6. Written Exam for FIS Ski Jumping TDs

- By registering for the written exam as a FIS Ski Jumping TD, the Chair of officials of the National Ski Association confirms that the candidate has fulfilled all the requirements stipulated by the FIS as listed in clauses 2 & 3 of the admission criteria for the written exam for FIS Ski Jumping TD.
- The registered candidate may not be over the age of 46 at the time of the written exam. Exceptions require approval of the FIS Jumping Committee, however, the written test can be taken no earlier than 12 months before the end of the training period of the respective candidate (at least 24 months after submission of the application to the Chair of the Sub-Committee).
- The written exam will be taken during a FIS TD seminar and conducted by the Chair or a designated member of the FIS Sub-Committee for Officials, Rules and Control.
- Evaluation of the written exam will be performed by the same individual listed above.
- If the candidates do not pass the exam they may make one additional attempt after a two-year waiting period, however, a new application form must be submitted by the Chair of officials of their National Ski Association.

- If they do not pass on the second attempt, approval for any further attempts must be granted by the Sub-Committee.

7. Practical Test for FIS Ski Jumping TD

After successfully passing the theoretical exam, candidates will be nominated by the Chair of officials of their National Ski Association to take the practical test.

- Determination of the competition to be used for the practical test takes place at the annual “Obman meeting”.
- The practical test should normally be conducted at a FIS Cup competition. In exceptional cases, if a nation organizes Continental Cup competitions but no FIS Cup competitions, it can also be done at a Continental Cup event.
- The candidate will formally work the competition as a Ski Jumping TDA and will perform the role of TDA under direct supervision of the TD.
- An assessment of the candidate’s performance during the practical test is reported by the supervising TD and/or Cup coordinator to the Chair of the responsible FIS Sub-Committee.
- The Chair then decides whether the candidate has passed the exam. After passing the exam the candidate will be listed in the FIS data system – Berkutschi – as a FIS Ski Jumping TD.
- If the candidate fails the practical exam, the Chair of officials of the National Ski Association may, after consulting with the Chair of the FIS Sub-Committee for Officials, Rules and Control, propose and arrange for an additional practical test.
- If the candidate does not pass the practical test on the second attempt, any additional attempts must be approved by the FIS Jumping Committee.
- After successfully completing the exam, candidates will receive their license in the form of a FIS Ski Jumping passport, pin and patch.

8. Responsibilities and Continuing Education

- FIS TDs should be assigned to national events each year. These assignments must also be entered into the FIS data system.
- FIS Ski Jumping TDs must participate in a certification course organized by the FIS every two years. During the season between FIS seminars, the TD is required to complete a training course on the FIS e-learning system.

9. Nominations

- TDs and TDAs are appointed for all Ski Jumping competitions on the FIS calendar. The TD and TDA cannot normally be members of the host nation's ski association at OWG, WSC, WCSF, JWSC, WCJ, SGP and COCJ events. However, the FIS Council may make exceptions to this rule.
- The FIS nominates the TD and TDA for OWG, WSC, WCSF, JWSC, WCJ, SGP and COCJ events. These assignments are determined on an individual basis.
- In FIS Cup and lower level international competitions, TD and TDA nominations can be made by the respective National Ski Association. The Chair of officials of the National Ski Association will nominate the FIS Ski Jumping TD and TDA from their association for the assignment and then notify the FIS. The FIS makes the final decision on the assignment.
- Nominations which must be submitted to the FIS Council for confirmation are formally determined first by the FIS Sub-Committee for Officials, Rules and Control and then by the FIS Jumping Committee.

10. Sanctions

- At the end of each season, the Sub-Committee decides whether sanctions will be imposed on a FIS TD or TDA due to behavior or conduct during the previous season.
- According to ICR 403.1.4, reasons for sanctions include a lack of evidence of completing the required assignments or non-participation in training seminars.
- Misconduct by a FIS Ski Jumping TD or TDA must reported to the FIS by a responsible jury or competition management member.
- At the end of the season the Sub-Committee will decide on the appropriate sanctions to be applied.
- In exceptional situations where an immediate decision must be made, the jury or competition management in charge of an event may issue an immediate sanction to the FIS TD or TDA on site. However, this sanction must still be confirmed by the Sub-Committee at the end of the season.
- TDs will lose their license if they have not participated in a FIS training seminar over the past two years without justified cause.
- TD licenses will also be revoked if the person in question fails to work as an assigned TD for two consecutive years without justified cause.

11. Reinstatement as a FIS Ski Jumping TD

- Re-appointment and certification are possible only after the FIS receives a letter from the National Ski Association's Chair of officials supporting the reinstatement. The TD's successful participation in a FIS TD certification course must also be verified by the lead instructor of the respective course.
- The re-appointment must then be confirmed by the Sub-Committee for Officials, Rules and Control.
- A FIS TD who has been sanctioned for two years may be enrolled in a FIS TD seminar no earlier than two years after the pronounced sanction. Registration for the seminar must be performed by the respective National Ski Association's Chair of officials by submitting the appropriate form to the responsible FIS Sub-Committee Chair.
- After successful participation in the seminar, the Chair will then consult with the National Ski Association's Chair of officials and decide whether to reinstate the sanctioned TD.

12. License Expiration

- A FIS Ski Jumping TD license expires when the TD reaches the age of 65.
- In exceptional cases the Sub Committee for Officials, Rules and Control request prolongation of the license for a TD who has reached the age limit of 65 years for next 12-months period. This proposal can be submitted only by FIS and must be approved by Jumping Committee and FIS Management.