

## **Hill Inspection Flow-Chart**

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The inspection includes checking the ski jumping hill profile and sport related facility according to ICR and NORM based on the specifications. As well for inspection of mat covered hills "Instructions for the Construction of Plastic Covered Jumping Hills" shall be observed. Structural engineering assessments (e.g. national building regulations) are not part of the inspection.

Process	Remarks	Documents
Missions	The missions will be announced at the spring meeting	Annual minutes from the spring meeting
Contact	The commissioned inspector contacts the hill operator/owner in due time before the inspection	
Preparation	The appointed inspector reviews the TD reports and the previous inspection report carefully.	TD Forms (fis-ski.com) Homologations (fis-ski.com) Contact the chairmen, if you don't find the documents online
Inspection	The appointed inspector makes a detailed inspection on-site. The inspection includes all elements	O1 inspection report 2024 03.docx (live.com) O2 list of photo points 2021 08.pdf (fis-ski.com) checklist homologation 2024 03.xlsx (fis-ski.com)
Interim report	The appointed inspector has to write an interim report within one month.	O1 inspection report 2024 O3.docx (live.com) Safe your file as follows: ddmmyy_Place_HS_interim-inspection-report.pdf 190702_Tschagguns_HS108_interim-inspection-report.pdf
Personal Expense	The appointed inspector sends his personal expense sheet to the hill operator/owner due to one month.	FISExpensesheet CHF.xlsx (live.com) FISExpensesheet EUR.xlsx (live.com)
Supervising	The appointed inspector monitors the noted adjustments as agreed with the hill operator/owner. The adjustments must be proved by pictures.	
Final report	The appointed inspector has to write a final report within one month.	Safe your file as follows: ddmmyy_Place_HS_final-inspection-report.pdf 190702_Tschagguns_HS108_final-inspection-report.pdf
Certificate	After the final report is drawn up, the certificate is issued in accordance with the inspector's recommendations.	
Invoice & Payment	The chairman makes the invoice for the certification and checks receipt of payment.	