

## Ceremonies: Guidelines for FIS World Cup events

The following document is intended to provide guidance for the organisation of the winners' presentation at FIS World Cup Events. Due to specific discipline requirements and venue infrastructure, the procedures and set up may need to be altered. The organisation and procedures for the winners' presentation (immediately following the completion of the race) should be jointly arranged between the relevant personnel from FIS and the Organising Committee.

Please feel free to reach out to the responsible person at FIS in charge for winners' presentations of the respective sports/ disciplines for more details:

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- Nordic Combined: Sophie Hargesheimer (hargesheimer@fis-ski.com)
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- Ski Cross: Sanna Lüdi (sanna.ludi@fis-ski.com)
- Snowboard Cross: Miha Matavz (miha.matavz@fis-ski.com)

## Competition

### Opening of competition

- Each FIS World Cup competition shall be opened with a short ceremony and the official announcement of the World Cup and the competition.

Further elements might be:

- Presentation of national flags of participating nations by children
- Cultural show/ activities

### During the competition

- The leader of the race must be available for the TV at the exit gate / finish area/ dedicated leader position (for example leader chair in Cross-Country and Alpine Skiing or leader board in Ski Jumping)
- During the commercial breaks the TV stations which have installed a moderation place in the finish area have the possibility to make short interviews with the leader of the race or athletes from single nations with prior approval from the FIS finish area official/ FIS Media Coordinator.

## **Conclusion of the competition**

- The winners' presentation should take place in the finish area immediately following the conclusion of the competition.

## **General information – winners' presentation**

- Each FIS World Cup competition shall be concluded with a winners' presentation which may be part of the live TV transmission. The beginning time should be agreed in advance with the host broadcaster if it is to be transmitted.
- Immediately after the last athlete arrives in the finish area, a picture of the three best ranked athletes should be made for the live TV camera in front of the exit gate. The second and third placed athletes should already be positioned in front of the exit gate and the winner joining them. If desired, it is possible to close the live transmission immediately after the last racer with an emotional picture of the three best placed athletes. This guarantees advertisement for the starting bib sponsor and the team sponsors.
- After one flash interview for the host broadcaster from the finish area was concluded, the winners' presentation takes place in the finish area right afterwards. The first, second and third placed athletes take part.
- An attractive podium with the official FIS World Cup backdrop must be set up for the official winners' presentation. This will typically be provided by the World Cup presenting sponsor/ handling team.
- The OC should assign appropriate officials/ guests to hand over the prizes.
- Awards can be in the form of a medal, trophy or special gift.
- The procedure and speech throughout the presentation should be carried out as mentioned in the rundown "Winners' Presentation".
- Depending on an early agreement and fixation of the programme between FIS and the Organising Committee, the official winners' presentation with the 3 best ranked athletes should take place in the finish area. If the official prize giving ceremony is to take place in the evening (e.g. before the athletes start bib presentation of the next race), then only flowers will be handed out during the winners' presentation directly after the race.

## Technical Requirements – Winners' presentation

- An attractively designed podium with sufficient space for 6 athletes per winners' place, (e.g. as needed for team competitions), with steps down from the first place to the third place. A table can be placed near the podium for the awards, flowers etc.
- Back-wall with branding elements representing the FIS World Cup sponsor. This will be typically provided by the World Cup sponsor agency/ handling team.
- Professional speaker positioned near the podium from where they make the presentation in multilingual announcements.
- Roped off area in front of the podium behind which the photographers are positioned during the ceremony and kneeled down, so they are not in the potential TV shot.
- The OC / National Ski Federation should assign honorary guests to hand over the prizes. The following people can be appointed presenters:
  - Representatives of the OC, NSA and the FIS
  - Representatives of the site, region, nation
  - Personalities such as former World Champions or World Cup winners
- The successful FIS World Cup overall leader respectively the FIS World Cup discipline leader (depending to the FIS rule per discipline), will be handed out the current "Leader bib", and the athlete wears the "Leader bib" already for the winners' presentation.

## Rundown: Winners' presentation

After the jury announces officially that there are no disqualifications and everything in the finish area is ready - the top three athletes are in place with all their necessary gear, as well as the presenters – the speaker will be given the go ahead signal only by the FIS Director of Race Operations/ FIS Media Coordinator, to begin with the official winners' presentation.

The speaker must be positioned close to the podium with a hand-held microphone.

### FIS Fanfare (short version)

During the playing of the FIS fanfare, the top three athletes walk behind the podium with their equipment (skis, snowboard) in hand. If entering from the left side, when looking on the podium, the order is: 3-1-2; if entering from the right side when looking on the podium, the order is: 2-1-3.

### Official winners' presentation announcement: Announcement of winners in the language of the organising country and in English

The top three athletes will be announced in the order: 3<sup>rd</sup> place, 2<sup>nd</sup> place and 1<sup>st</sup> place and step on the podium, when their name is being announced.

This is done without presenters.

When all three athletes are on the podium, there will be a short photo opportunity before the announcer introduces the presenters and the flowers/ prizes can be distributed (if the OC has planned some).

### Announcement

*In 3<sup>rd</sup> place:*

*Name, family name and country (the third placed steps onto the podium).*

*In 2<sup>nd</sup> place:*

*Name, family name and country (the second placed steps onto the podium).*

*The winner of (competition name) is:*

*Name, family name and country (the winner steps onto the podium)*

## **Welcome and presentation of personalities handing over the awards**

*The winners will be awarded by:*

*Name & Title*

*accompanied by:*

*Name & Title*

The presenters proceed to congratulate the athletes and hand over the prizes/ flowers in the order of 3, 2, 1. If desired, hostesses may be used to hand the awards to the presenters to present.

During the handover of the awards background music shall contribute to a festive atmosphere

### **Announcement:**

*To honor the winner of today's (FIS World Cup), we will now hear the national anthem of (country).*

### **National anthem (short version) of the winner's nation**

If the OC has any special awards or commercial gifts to present, then after the national anthem these presentations can be done with the athletes remaining on the podium.

### **Short photo shooting with equipment**

Meanwhile presenters (and hostesses) are marching off.

### **Marching off the podium of athletes with accompanying music**

The athletes then walk off the podium, but stay in the finish area.

### **Photo moment of World Cup leaders**

Photo opportunity for the World Cup leader/s, which the announcer will ask to jointly step on the podium (in case that women's and men's competition are held together). The athletes then walk off the podium.

## **Post-ceremony activities**

If requested, unilateral interviews with all top-3 athletes will be conducted after the completion of the winner's presentation back in the mixed zone at the respective interview backdrop or in the finish area in front of the award ceremony backdrop.

The top 3 athletes will then be directed to the media area in the mixed zone where all post-race ENG interviews will then be conducted.

In case there is a doping control, whenever possible priority is given to the mixed zone interviews first. FIS suggests the location of the doping control be somewhere close to the finish area if possible.