

FIS Para Alpine Skiing Competition Equipment Registration User Manual

July 2023

In accordance with the International Competition Rules of Para Alpine Skiing (ICR) and to monitor the use of technology and equipment, FIS requires to register the Athletes' Adaptive Equipment including, but not limited to:

- a) Sit ski (including safety mechanism)
- b) Outriggers
- c) Arm/hand guard
- d) Prosthetic ski leg/boot
- e) Headset (including Head Protection) – VI Athletes only
- f) Any other Adaptive Equipment (equipment which has been modified or adapted)

1. Equipment Registration

Step 1

Log in to the FPDMS as described in the Calendar Management, Athletes Registration and Licencing Manual that is available on the FIS Website - <https://www.fis-ski.com/en/para-snowsports/para-alpine/documents>.

Step 2

Select 'Athletes' from the drop-down menu, click on 'Equipment', search and select your athlete and fill out the required data fields, including Sport, Equipment Type and Manufacture Company. The Technical Description should include a basic description of the main components of the equipment set (e.g. material, weight, size, etc.). Do not forget to click 'Save' at the bottom of the website once all the information is provided.

The screenshot displays the FIS Para Snowsports Data Management System interface. At the top, the header includes the FIS logo, the text 'FIS Para Snowsports Data Management System Athletes', and navigation icons for home, myAccount, 8 min, and logout. Below the header is a navigation bar with icons for modules, personal, classification, med review, equipment (highlighted in red), and duplicate ctrl. A dropdown menu is open under 'Athletes', listing options like Licences, Calendar Management, Accreditation System, Online Entry System, Uniform Inspection, and Reports & Downloads. The main content area shows a breadcrumb trail: 'Equipment Sets List » 55071 - DEMO Athlete (VAN)'. Below this is a section titled 'New Equipment Set' with a form. The form has a 'Basic Information' section with fields for 'Sport *' (dropdown menu), 'Equipment Type *' (dropdown menu), 'Manufacture Company *' (text input), 'Product Name' (text input), and 'Catalogue/Module/Reg No' (text input). There are also two large text areas for 'Technical description - Purpose of equipment adaptation' and 'NSA Comments'. At the bottom of the form, there is a 'Photos and PDF Documents' section with a note: 'You can upload photos and further documentation in PDF format after first submission of this form.' At the very bottom of the form are two buttons: 'Save' (blue) and 'Clear' (yellow).

In case your athlete is not being shown in the table of athletes for selection under the 'Equipment' section, please select 'Athletes' from the drop-down menu, search and click on your athlete, select 'Equipment' on the right-hand side and click on 'Open Equipment/Register New'.

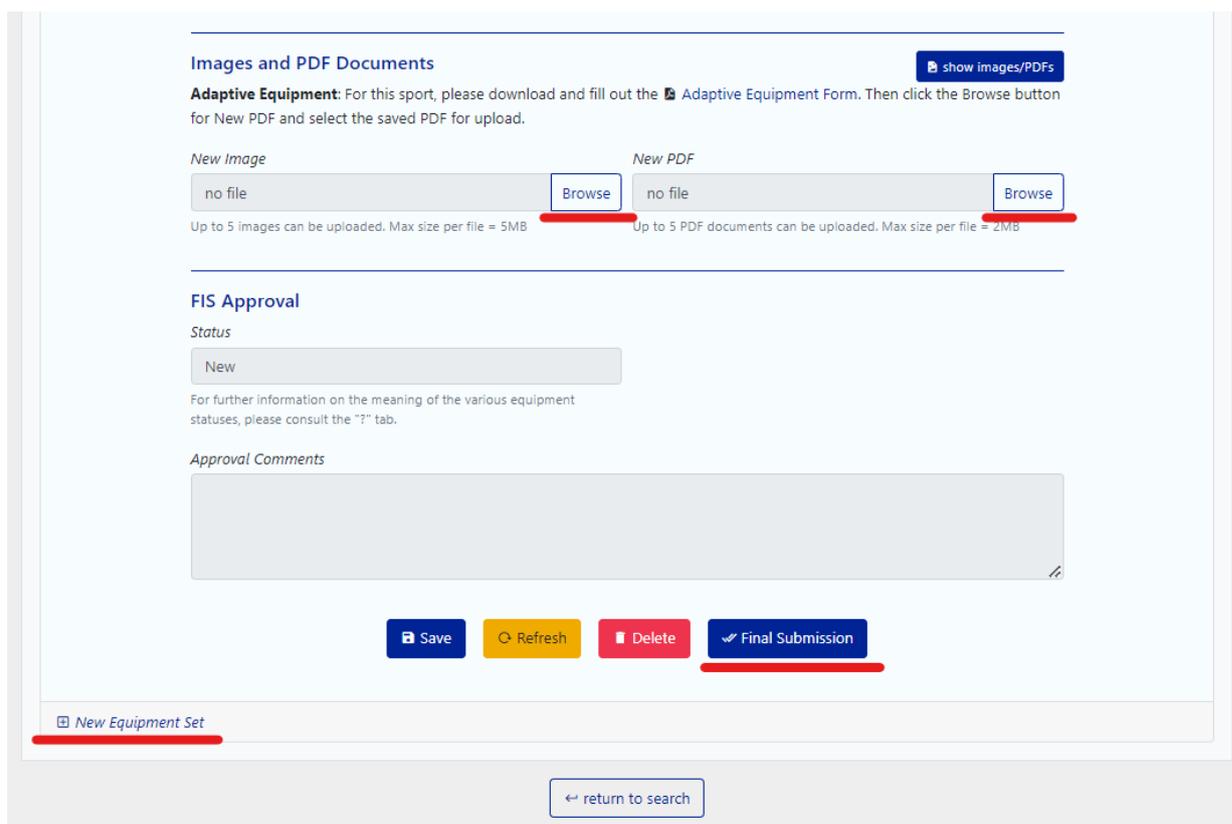
The screenshot displays the FIS Para Snowsports Data Management System interface. At the top, the FIS logo and the text 'FIS Para Snowsports Data Management System' are visible. Below this, the page title 'Athletes' is shown. A navigation bar contains several icons: 'home', 'myAccount', '9 min', and 'logout'. A secondary navigation bar includes 'modules', 'personal', 'classification', 'med review', 'equipment', and 'duplicate ctrl'. A dropdown menu is open under 'Athletes', listing options like 'Licences', 'Calendar Management', 'Accreditation System', 'Online Entry System', 'Uniform Inspection', and 'Reports & Downloads'. The main content area shows a search bar with '55071 - DEMO Athlete (VAN)' and a tabbed interface with 'Career & Name Changes', 'Biography', 'Data Sheet', and 'Equipment'. The 'Equipment' tab is active. Below the tabs, there is a section with a heading 'Equipment' and a description: 'Load information and photos on this athlete's equipment for approval. (a) review existing equipment sets or register new ones for the current athlete or (b) open an overview of all existing equipment sets.' Two buttons are present: 'Open Equipments/ Register New' (highlighted with a red underline) and 'Full List'. A 'back to grid' button is also visible at the bottom.

Step 3

Once the basic information has been saved, it is required to add images and technical documentation of the equipment. Please note that images should be clear and show the specifications of the equipment (the addition of multiple images increases the chance of the equipment being approved during the first approval process).

In case the image field is empty, the application will be marked as incomplete.

Once everything is completed, click on the 'Final Submission' button at the bottom. This will change the status automatically to 'Pending' and will not allow further changes to the given equipment.



The screenshot displays the 'Images and PDF Documents' section of the FIS Adaptive Equipment Form. It includes a 'show images/PDFs' button, an 'Adaptive Equipment' instruction, and two 'Browse' buttons for uploading images and PDFs. Below this is the 'FIS Approval' section, which shows the status as 'New', a 'Final Submission' button, and a 'New Equipment Set' link in the bottom left corner. A 'return to search' button is located at the bottom center of the page.

Further equipment sets can be added by clicking on 'New Equipment Set' in the left-hand corner.

The maximum number of equipment sets you can register for one athlete is five (5). Note: a sit ski and its components will be considered as one (1) set, rather than registering each component separately (e.g. sit ski, outriggers etc.).

2. Equipment Management and Validation

All equipment sets submitted in the previous season are automatically put back to 'Season Renewal' status. Therefore, all Nations must review previously submitted equipment and either:

- a) Confirm usage (which resets the status to 'Approved');
- b) Update sets and submit for approval (which sets the status to 'Pending');
- c) Delete the set if no longer used.

Upon the registration and submission of equipment via FPDMS, FIS will review each set and may request further details of any registered equipment. If an athlete changes their equipment throughout the season, the new equipment must be registered through FPDMS. All equipment sets will be reviewed by FIS on a regular basis.

FIS, through its appointed Race Directors and Technical Delegates, will continue to monitor the use of Technology and Equipment at all FIS-sanctioned competitions to ensure that it conforms with the above regulations and those principles set out in the ICR.