



# **GUIDELINES FOR FIS SKI JUMPING CHIEF OF COMPETITION**

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

EDITION 2021

## 1. General

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

## 2. Contents

The guidelines apply to Chiefs of Competition (hereinafter referred to as CoC) at international competitions and include the following areas:

- Prerequisites
- Application
- Training
- Written exam
- Practical test
- Responsibilities and continuing education
- Licence A and B
- Prolongation of the Licence
- Licence expiration
- Sanctions

## 3. Prerequisites

The prerequisite for application to become a CoC in Ski Jumping on an international level is an extensive background in supporting roles for officials or a background as a former athlete.

The CoC is responsible for the preparation of all technical and administrative aspects of the competition in accordance with the ICR and the appropriate Cup competition regulations. He directs, controls and monitors the work of all officials within the organizing committee. He chairs the Team Captains' Meetings in coordination with the Technical Delegate (TD) and Race Director (RD)/Cup Coordinator. He directs, on assignment of the jury, the technical aspects during both official trainings and the competitions.

The basic requirements for a CoC on international level should be:

- Has the required background and skills to fulfil the role of a CoC. Ideally, he has already proven experience as a competition leader or deputy competition leader on national level.
- Has an extensive knowledge of the different aspects of Ski Jumping.
- Has experience in hill preparation.
- Is familiar with the ICR inclusive all related FIS requirements and guidelines.
- Is able to communicate clearly in the official FIS language, English
- Is self-confident and able to make decisions both independently and under stressful conditions.
- Has strong organization and time management skills.
- Has excellent communication and leadership skills.

## 4. Application to become a certified CoC

- Each local organizing committee announces the candidates to the Chair of officials of the National Ski Association.
- The application to become a CoC may only be made through the Chair of officials of the National Ski Association (Obman).
- 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.

- Upon application to become a CoC, 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 CoC and to continue learning after becoming a CoC via the e-learning process.

## **5. Education and training to become certified CoC**

The education is structured in a theoretical and a practical part. The candidate must first pass a written test (online). After he succeeded the written exam, he will be called-up to attend a CoC Workshop held during announced FIS Ski Jumping World Cup competition or FIS Ski Jumping Continental Cup.

- The training period for the CoC starts with submission of the application.
- Once the FIS data system is enrolled for the candidate, he can start with the self-learning at home. The e-Learning system in Berkutschi provides several documents, test questions and pictures.
- The candidates are responsible for maintaining their personal profile and for entering their assignments 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 training period ends with the successful completion of both the theoretical and a practical part.

## **6. Written test for CoC (online exam)**

- Once the candidate feels ready for the written exam, he reports to the Chair of officials of the National Ski Association.
- The written exam will be taken individually and online with a time limit.
- Evaluation of the written exam will be performed automatically through the e-Learning system.
- If the candidate does not pass the exam, he may make one additional attempt after a one-year waiting period, however, a new application must be submitted by the Chair of official of their National Ski Association.

## **7. On-site workshop for CoC**

- After succeeded the theoretical exam, candidates will be called-up by the Chair of officials of their National Ski Association to attend a specific FIS Ski Jumping World Cup or Continental Cup.
- Determination of the competition to be used for the practical part takes place at the annual "Obman meeting".
- The practical part should normally be conducted at a FIS World Cup or Continental Cup event.
- The practical part is held during the winter season and takes about 4 or 5 days.
- During the event the candidate formally shadow the work of the Jury and the Local Organizing Committee and attend to a specific workshop (approx. 5 hours).
- The supervising Tutor (TD) will notify the Chair of the responsible FIS Sub-Committee after the candidate has attended the practical part.
- After graduate the practical part the candidate will be listed in the FIS data system – Berkutschi – as a certified Chief of Competition in Ski Jumping.

## **8. Responsibilities and Continuing Education**

- The CoC should perform in FIS Ski Jumping event each year. These assignments must also be entered into the FIS data system.

- The CoC must participate in a certification course organized by the FIS acc. to art. 10 of this Guideline for CoC. The CoC is required to complete a training course on the FIS e-learning system.

## 9. Licence A and B

There are two levels of Licence for Chief of competition

### Licence A

- Licence A is mandatory for Chief of competition for “big events” – OWG, WSC, JWSC, WSFC, WC and SGP competitions
- To obtain Licence A, online test and practical Workshop during FIS Ski Jumping world cup competition must be successfully passed
- Licence A is valid for 4 years after successful passing Workshop

### Licence B

- Licence B is mandatory for Chief of competition for COC, FIS Cup, Alpen Cup, Youth cup and other FIS competitions
- To obtain Licence B, online test and practical Workshop during FIS Ski Jumping World Cup or FIS Ski Jumping Continental Cup competition must be successfully passed.
- Licence B is valid for 6 years after successful passing Workshop

## 10. Prolongation of the Licence

Prolongation of validity of the Licence of Chief of competition can be done by two ways:

### Licence A

- Passing successfully theoretical online test for Chief of competition every 2 year /or
- Passing successfully theoretical online test and Workshop during FIS Ski Jumping World Cup competition every 4 years

### Licence B

- Passing successfully theoretical online test for Chief of competition every 4 years/or
- Passing successfully theoretical online test and Workshop during FIS Ski jumping World Cup or Continental Cup competition every 6 years

## 11. License Expiration

Licence A and Licence B of Chief of competition will expire if chief of competition doesn't proof activity as chief of competition for 3 consecutive years.

Licence A and Licence B of Chief of competition will expire if it is not prolonged as stated in art. 10 this Guidelines for chief of competitions, or if Chief of competition will not proof any activity as chief of competition for 3 consecutive years.

## 12. Reactivation of the Licence

If Chief of competitions Licence has expired due to reasons mentioned in art. 11 this Guidelines, it can be reactivated only via passing through theoretical test and taking part on practical workshop as mentioned in art. 6 resp. 7 of this Guidelines.

## 13. Sanctions

In exceptional cases FIS SJ Sub Committee for Officials, Rules and Control can decide about withdrawal of the Licence of respective Chief of competition.