

EXHIBIT 2: CHECKLIST INSPECTION

Organisation of Cross-Country World Cup Competitions

SPORT

1. Preparations for Competitions

- 1.1 Event program
- 1.2 Unofficial and official training / starting time
- 1.3 Preparations of tracks for training
- 1.4 Entries - checking of FIS codes and quotas according the World Cup rules
- 1.5 Team captains' meeting - time, location, seating arrangements (identification of teams), procedure, templates, agenda, setting of the start list or presentation of groups, draw method, general information to the teams (weather forecast in writing), all presentation sheets or at least a summary of it should be given as handout to the team leaders
- 1.6 Refreshments
- 1.7 Handing out of starting list and bib numbers
- 1.8 Anti-doping control and blood control (optimal layout is attached)
- 1.9 Waxing cabins and Team facilities (follow the WC rules)
- 1.10 Facilities and location for snow production
- 1.11 Emergency plans, all cases have to be taken in consideration in a written form
- 1.12 All contacts (name, phone numbers) and maps for the teams
- 1.13 Accreditation zones, FIS Season accreditations
- 1.14 Structure of the OC: mail to FIS Cross-Country staff at least 30 days before the competition
- 1.15 Snow report to FIS Office
- 1.16 Summary of the summer activities from the OC to FIS Cross-Country Team (constructions, minutes of the meetings etc.) until 60 days before the competition.

2. Tracks (Jury)

- 2.1. Specifications - compare with homologation
- 2.2. Grooming, summary of the machines which are available
 - 2.2.1. Estimate the knowledge and experience of the chief of the course
 - 2.2.2. Estimate the machine and equipment ability
 - 2.2.3. Check the last weather report
 - 2.2.4. Decide together with the chief of course about the time and the way of preparation that will be made for training and for the competition
 - 2.2.5. In difficult weather conditions take part of the course preparation (even during the night)
 - 2.2.6. When conditions change take immediate decisions if necessary
 - 2.2.7. On the competition day finish the course inspection one hour before the competition start
 - 2.2.8. Give the final course preparation, marking and fencing instructions
- 2.3. Marking, signaling
- 2.4. Barricading and fencing
- 2.5. Controllers (technique) - localization and recording
- 2.6. Ski testing area and warm-up course near athletes cabins/stadium/course (early and good preparation is important) – clear rules and handouts for teams, ski depots
- 2.7. Places for coaches and/or definition of the no coaches zones or coaches zones
- 2.8. Places for intermediate time (cables according ST SPORTSERVICE service catalogue)

- 2.9. First aid posts
- 2.10. Medical evacuation from tracks - method, routes
- 2.11. Access control (FIS accreditations, training bibs, armbands of OC)
- 2.12. Official temperature measurement and providing weather service from a local weather expert
- 2.13. Camera positions
- 2.14. Places for banners for the FIS World Cup Sponsors
- 2.15. How to get "clean" TV coverage?

3. Stadium

- 3.1 General lay-out
- 3.2 Traffic flow - athletes, officials, media, VIPs, public – clear fencing and marking
- 3.3 Team huts and facilities for ski waxing, clear marking (where is the handout of the keys for the cabins, depot for the key)
- 3.4 Jury room, set up all connections (LAN and/or W-less), video, internet station
- 3.5 FIS room
- 3.6 ST SPORTSERVICE Time keeping location/cabins (all connections according the service catalogue (telephone line, ISDN/ADSL)
- 3.7 Competition office, clear marking
- 3.8 Power, water, heat (responsible person has to be on side all the time)
- 3.9 Toilets (ladies/gentlemen), rest rooms for teams with fresh water for hand washing
- 3.10 Parking – teams (in consideration of the FIS Parking sticker concept), officials, media, VIPs, public
- 3.11 Official information board, clear position and markings
- 3.12 Media/broadcast booths, phones, connections, faxes (name of the responsible person)
- 3.13 Public announcing, quality of announcer has to be approved
- 3.14 Side programme in a written form
- 3.15 Information / scoreboard
- 3.16 Video screen
- 3.17 Communication (which channels will be used?)
- 3.18 Areas for competitors, media, VIPs, spectators (clear marking)
- 3.19 Ski testing tracks
- 3.20 Start, finish, relay start, handover zone, equipment control, ski marking, warm-up tracks (responsible persons)
- 3.21 Athlete clothing storage/tent or cabin for Ladies close to the finish line
- 3.22 Warm drink area
- 3.23 Access control (FIS accreditations, armbands of OC, FIS Coop bibs)
- 3.24 Places for banners for the FIS World Cup sponsors and for FIS data-partners

4. Competition Control (Jury)

- 4.1 Start method
- 4.2 Equipment control (competition equipment rules)
- 4.3 timing methods and systems, manual backup system
- 4.4 start times
- 4.5 monitoring, recording and results information
- 4.6 calculation / checking
- 4.7 Forerunners, prepared for all conditions
- 4.8 Information from guards on track to the Race Office/Jury/ST SPORTSERVICE staff f.e. DNF
- 4.9 Procedures after last racer
- 4.10 Result lists formats and distribution
- 4.11 Protest procedures
- 4.12 Control of the course

- 4.13 Safety
- 4.14 Injuries, first aid and evacuation
- 4.15 TD location
- 4.16 Jury meeting times and locations
- 4.17 Unofficial awards ceremony
- 4.18 Doping control
- 4.19 TDs remarks and critique

ORGANISATION

5. Accommodation

- 5.1 Enough rooms ordered and available
- 5.2 Quality of accommodations available
- 5.3 Costs for board and lodging
 - Standard category *** CHF 125.-/day, max. 2 persons in one room (according World Cup Rules)
- 5.4 Male/female - consider special needs (1 single room per team and gender)
- 5.5 Ski storage and waxing areas
- 5.6 Accommodation for FIS officials and Jury members.
- 5.7 Accommodation ST SPORTSERVICE staff
- 5.8 Accommodation FIS M+M staff

6. Reception of the Teams

- 6.1 Transport from airport:
 - Calculate that each participant brings along an average of 120 kg of goods
- 6.2 Competition office open to meet arrival teams
- 6.3 Registration with FIS Online Registration System
- 6.4 Eligibility - how will the right to compete be checked? WC - rules
- 6.5 information documents must be available at the competition office
- 6.6 Attachés, interpreters
- 6.7 Clear offers for further transport(s) and prices, than the basic transport according to the World Cup rules

7. Internal Transportation

- 7.1 Quantity required - number of teams
- 7.2 Check with teams when and where transport is required (transport office, telephone number)
- 7.3 Places for pick-up and drop-off - make a bus schedule is mandatory
- 7.4 Parking places for teams with own vehicles (incl. service companies)
- 7.5 Clear information for all the teams (FIS Season parking stickers and local parking cards, special accreditations needed?)
- 7.6 Transport for officials, parking for private vehicles (special accreditations needed, stickers)

8. Awards and Social Program

- 8.1 Winner presentation takes place right after competition in coordination with TV – to clarify who is presenting it, photo positions: communication between announcer, HBC, mixed zone manager, FIS
- 8.2 Official and unofficial award ceremonies - when, where, who is presenting, photo and TV possibilities
- 8.3 Clear definition of the podium, positions of photographers, control guards, responsible person
- 8.4 Responsible persons for taking care about the three bests in the individual competitions and three bests in the relay and team sprint

- 8.5 Winner press conference - place/direction/time, who is leading the press conference, translator, quotes service for top three athletes, fruits and sealed beverages for top three (coke, mineral water, etc.), results and standings
- 8.6 Opening and closing ceremonies
- 8.7 Receptions, cultural events
- 8.8 Hosting of VIPs (quality)
- 8.9 Athletes presentation (room, timetable)

MARKETING

9. Rights of the FIS World Cup Sponsor - Marketing

- 9.1 All publications must be approved by FIS M + M
- 9.2 Local sponsors to Swiss Timing for implementation in the list
- 9.3 Wooden frames for banners must be build according the bannering plan send by FIS M + M.
- 9.4 The Podium and background will be brought by FIS M + M.
- 9.5 Follow the FIS Marketing guide

Please be aware of the LOC_FIS M + M Checklist!

10. TV - Media

- 10.1 Place for / and equipment in the press-center
- 10.2 Equipment for press conferences (microphones, loudspeakers)
- 10.3 Press organisation / chief of press
- 10.4 Media and Photo Accreditation – distribution of Photo big bibs (provided by FIS)
- 10.5 Time and place for press conferences
- 10.6 TV host broadcaster, present TV networks, TV-production and transmission
- 10.7 TV Rights (all filming rights!) national and international
- 10.8 Promotion, main sponsors, data and timing service
- 10.9 TV monitor in the press area if there is no video wall
- 10.10 Activities marketing
- 10.11 Photo Coordinator . Connections for photographers and journalists (approved by Media coordinator)
- 10.12 Communication after the event and exchange of the media output to the Media Coordinator would be appreciated
- 10.13 Plans/maps of the mixed zones (approved by media coordinator after the inspection)
- 10.14 Live Streaming from the press conferences – send embedded code to FIS Media Coordinator