



CCC Guidelines for Homologation of Competition Courses (Revised Oct 2012)

1.0 Overview

This Guideline is intended to provide guidance to Canadian Homologation Inspectors(HI), Cross Country course designers and the organizers of National, FIS and IPC sanctioned events so that Canada can continue to be eligible to host FIS and IPC sanctioned competitions. This guideline is designed to integrate the main components of the FIS Homologation Manual, The IPC Nordic Skiing Homologation Guide (which is included in section 7 of the FIS Homologation Manual) and through the process of homologation it will serve to formulate a better and correct understanding of the FIS ICR and IPC norms for course design, and thus provide the best possible courses for higher levels of competition. A good course designer should be able to provide options within the terrain of the homologated courses that allow them to also work at lower, developmental levels including sit skis. In this manner the significant expense of trail development will serve the broader needs of athlete development.

1.1 Scope

Cross Country Canada will only require the homologation of courses that will be used in FIS sanctioned competitions for the Open Classes (Jr & Sr Men and Women), IPC sanctioned competitions, and Canada Winter Games. Other courses used for younger age categories will not require homologation but they should adhere to the recommended norms published by CCC's Events Committee.

1.2 Resources & References

The FIS Cross Country ICR and the FIS Homologation Manual represent the key resources and references in the application of these CCC guidelines for homologated courses and the 2012-13 versions are now released on the FIS website in the cross-country Rules section. <http://www.fis-ski.com/data/document/icr-cross-country-2012.pdf> and in the Cross country Homologations section - http://www.fis-ski.com/data/document/homologation-manual-2012_1.pdf

The IPC Nordic Skiing Rules and Regulations (<http://www.ipc-nordicskiing.org/Rules/>) and Appendix 5 – IPC Nordic Skiing Homologation Guide (which is also referenced in section 7 of the FIS Homologation Manual), represent the key resources and references in the application of this guideline for IPC homologated courses.

1.3 Division of Responsibilities:

1.3.1 FIS Homologation

For the highest levels of FIS sanctioned competition - level 1, Olympic Winter Games (OWG), World Ski Championships (WSC) World Cup (WC) and Junior World Ski Championships (JWSC) competitions the FIS Sub-committee for Rules and Control is responsible for the execution of the Homologation process. That includes the appointment of the Homologation Inspectors (HI), the processing of homologation reports and the final acceptance of the courses. A person named by FIS will be responsible for the final acceptance. See para 7.2.3 -FIS HG Manual (HgM). This

designated person may choose to work with the National Hg Representative if they wish.

The remaining lower levels of FIS sanctioned competition become - level 2, and include Continental Cups - and other FIS sanctioned competitions. For these competitions the National Ski Association (NSA) is responsible for the appointment of a Regional HI, and ensures that reports are being provided to their appointed National Hg Coordinator and/or the FIS Regional Hg Coordinator. In the end the FIS Regional Coordinator must accept the courses in their region before FIS certificates are issued. See para 8.2.3 HgM.

The FIS Nordic Office is responsible for;

- Filing the documentation for each homologated course-
- Keeping an overview over all homologated courses. There has to be separate overviews and numbering for level 1 and level 2.
- Issuing a certificate for each homologated course.
- Keeping an updated record of HIs

The NSF (in cooperation with the CCC-appointed Canadian Hg Coordinator) will:

- Work with CCC's Regional HIs to ensure the Homologation process is consistent with the most current FIS standards as outlined in the current FIS Hg Manual
- Liaise with inspectors who have been qualified in Canada to carry out the homologation process
- Review 'as needed' any reports being submitted to the FIS-appointed Regional HG Coordinator
- Coordinate with FIS the issuing of Hg Certificates and keep a Canadian record of certified race courses and follow up on renewal procedures
Coordinate the assignment of Canadian HI's to required sites requesting homologation in Canada Note: As per FIS *[11.7 p. 27], all FIS Homologation Inspectors (HI) must attend a FIS Homologation Seminar, pass a written test, and complete supervised practical homologation work in order to be designated as a FIS Homologation Inspector (HI).
- The Cdn Homologation Coordinator will maintain a summary document that outlines all current HI assignments and the project highlights and progress status. Regional HIs are required to provide and update the content for this summary document.

1.3.2 IPC Homologation

For the highest levels of IPC sanctioned competition - level 1, Paralympic Winter Games (PWG), IPC Nordic Skiing World Championships (IPCNS WCH), and World Cup (IPCNS WC) the IPC Nordic Skiing Sport Technical Committee (STC) is responsible for the execution of the Homologation process.

The IPC does not yet have a formal certification process (homologation number and certificate) however proof that a course meets the homologation guide is required to the same standard as FIS homologation (accurate maps and profiles).

Homologation inspection is normally delegated by the STC to the IPCNS Race Director or to the appointed Technical Delegate (TD) and handled on a venue/event by venue/event basis. Homologation assistance/inspection can be requested from the STC at any time beforehand.

1.4 Local Onsite Team Homologation Process & Responsibilities:

1.4.1 Identify the key persons who will make up an Onsite Team and the key individual who will be the contact person to initiate a request for homologation to CCC. This team should include the following skill/knowledge representation:

- a. high level racing experience,
- b. extensive knowledge of existing trails
- c. mapping and GPS data management
- d. project budget authority
- e. detailed documentation management

1.4.2 This Team or individual must review the FIS Hg Manual and ICR sections 313, 314 and 320 and IPCNS Homologation Guide with a particular focus on the terrain requirements and the steps to be followed with an assigned HI. This review should conclude with a clear assessment of what terrain is available for re-design consideration and what land ownership or lease agreements are in place. **Good quality mapping materials (both paper and electronic versions) are crucial to an efficient and effective planning process, the production of these materials and the production of any resulting maps and stadium drawings is the responsibility of the local Team, and not the responsibility of the HI. These maps and stadium layouts will be submitted to FIS with the HI's report. In addition to the maps the HI must be provided with the accurate distance and elevation data for each course. Handheld GPS elevations or those taken from Google Earth plots do not have the required level of accuracy for elevation data needed for the FIS software, which generates the official course profile and calculates the course stats of MC, TC and HD. The process of data collection must be discussed early on with the HI so that time and money is not wasted on gathering useless data.**

Depending on the scope of work to be performed and the competition level being sought there may be additional visits and planning sessions so that the end product represents the best of all relevant input.

1.4.3 Submit your request for homologation of cross-country courses to the Director of Events Management at Cross Country Canada, this must identify the estimated number of courses that are being developed and any specific race formats that are planned for these courses, an official form is available for this request process. This request will generate an invoice from CCC based on the costs identified below. This invoice must be paid before an HI will be appointed and the project recognized as being in progress. It may be useful to discuss your request with CCC's Homologation Coordinator if any aspects are unclear.

1.4.4 Commence with a detailed evaluation and preliminary design phase that includes input from the appointed HI or a qualified course designer. If a course designer is to be contracted then be sure that they are well informed and experienced with FIS Hg and IPCNS Hg standards and the current expectations of homologation. Ideally the appointed HI and the course designer should be different such that the HI is not inspecting their own work. It is satisfactory if the HI consults with the local project team to guide them towards a good design plan.

1.5 Costing for the Homologation Process:

As per the FIS ICR 311.2 the FIS office has fixed administrative fees for each course that is eventually accepted and issued a certificate. These fees are the same regardless of the level of competition.

Application for homologation/processing is (Includes CCC Administration fee)	\$200 per request submission
FIS Homologation Certificate Fee:	\$100 per course identified in the request submission
Homologation Inspection Visit Fees:	\$100 per day

The HI must be reimbursed for his inspection visits in accordance with ICR 304.1. If the HI is also used in a planning and consultant capacity those rates must be negotiated separate from the final inspection visits.

For inspection visits a fixed daily rate of \$100 is added for the travel days to and from, as well as for each day of the inspection visit.

A qualified course designer or hands on developer will have their professional per diem rate or all inclusive project fees that will represent an additional planning and/or construction cost. These can vary from \$250 - \$1000 per day while on site plus travel and local living expenses. This range covers from level 2 to level 1 design work with the higher end typically used at level 1 only.

Budgeting for extensive up front evaluation and planning is usually considered a solid investment in the end.

1.6 Contacts 2012-13:

FIS Regional Hg Coordinator: John Aalberg

Canadian Homologation Coordinator: Al Maddox (almaddox.tbay@gmail.com)

CCC Regional Homologation Inspectors (2012-13) assignable to projects by CCC:
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