



Championnats Canadiens de Ski 2019 Canadian Ski Championships

Évènements Nordiques Gatineau Nordic Events
Nakkertok Nordic Centre

MARCH 13 - 20, 2019

Technical Package for the Canadian Cross-Country Ski Championships

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1.0 Preliminary Information

This Technical Package is a working document for the three (3) major stakeholders in the hosting of the Canadian Championships (Ski The Canadian Championships): the hosting club; the parent Division; and the National Sport Organization, Cross Country Canada (CCC). Each stakeholder is a partner in the planning and execution of these important events.

This Technical Package is provided to ensure uniformity and a high standard in hosting this level of competition from place to place across the country. It is CCC's role via the Events Committee to set out the necessary controls through, the Technical Package and the latest version of the CCC Rules and Regulations. Hosting Clubs and divisions are encouraged to add their flair and identity to the event with the approval of the assigned Technical Delegate (TD) and the CCC Director of Events Management (DEM).

1.1 Descriptions

The Event

The Canadian Championships are held annually to provide an opportunity for skiers to race with the best athletes of their age group in Canada.

Normally the Canadian Championships will include in a single schedule of races: the Junior Championships for ages 19 and younger born in 1999 or after for the 2019 Competition season; and the Senior Championships (open class), with no age restrictions.

The championships for university-level racing in Canada (i.e. the Canadian Colleges and Universities Nordic Championships (CCUNC) are also held in conjunction with the Canadian Championships.

Definitions

Event - a number of races which occur at a particular site, hosted by a particular event organization (i.e. the Canadian Championships).

Competition - an individual race day within an event, incorporating one or more age categories and both genders.

Organizing Committee (OC) – a term which describes the organization within the hosting CCC Club that is responsible for planning and executing an event. For major events such as the Canadian Championships, the OC will include both an Event Organizing Committee (EOC) and a Competition Committee (CC).

Competition Model (CM) - The CM reflects a combination of technical parameters and general recommendations that, by being aligned with Long Term Athlete Development (LTAD) concepts and guidelines, determine the ideal approach to and characteristics of competitive events and training for each LTAD stage.

Open Category: At the Canadian Championships, there are no senior or master categories, just "Open". The open category, for men and women, replaces all senior and master categories. The open category for each gender has a single set of results, medals and prizes on each race day.

Combined categories: Where categories are combined with single start lists, awards and prizes will be provided for each of the junior and juvenile categories. Results publications must provide combined results and separate results for all categories. In other words, for awards, results publications and prizes the open category is not separated from the combined category; for medals and points combined categories are separated into official age categories.

Juvenile Categories: The juvenile category will include boys aged 14, born in 2004 and aged 15 born in 2003 and girls aged 14 and 15 born in 2004 or 2003.

Junior Boys/Girls Categories: The junior boys/girls categories will include boys and girls aged 16 and 17 born in 2002 or 2001.

Junior Men/Women Categories: Junior men/women categories will include males and females aged 18 and 19 born in 2000 or 1999.

Please note athletes that decide to race at a more advanced stage of development are considered as “racing up” and thus should be considered as athletes of the first YOB in their actual competition race category for awards and point purposes.

For the 2019 Competition Season the age sub categories will include athletes born in the following years:

Category	Sub Category Names	YOB for the 2019 Competition Season
Juvenile Girls	JV G1 JV G2	born 2004 or after 2003
Junior Girls	J G1 J G2	2002 2001
Junior Women	J W1 J W2	2000 1999
Senior Women	Senior U23 Women Senior Women:	1998, 1997, 1996 born in 1998 and before
Juvenile Boys	JV B 1 JV B 2	born in 2004 or after born 2003
Junior Boys	J B1 J B2	2002 2001
Junior Men	J M1 J M2	2000 1999
Senior Men	Senior U23 Men Senior Men	1998, 1997, & 1996 born in 1998 and before

Sub Categories – To recognize performance within age groups, year of birth (YOB) sub category aggregate awards will be provided to athletes including:

JV B1, JV B2, J B1, J B2, J M1, J M2, Senior U23 Men,
JV G1, JV G2, J G1, J G2, J W1, J W2, Senior U23 Women.

Race up - this phrase refers to the situation where a skier belonging to a younger age category (based on date of birth) chooses to enter a competition in an older age category. Racing up will only be allowed when the race distances for the “older” category remain within the range of distances prescribed for the younger category an athlete belongs to. For example, it would be acceptable and permissible for a 13 year old midget boy to enter a juvenile race if the race distance is not greater than 10 km. In these cases, coaches should also consider if course profiles are appropriate for an athlete racing up. When a competitor “races up”, he/she relinquishes all rights to any medals, prizes, points and awards associated with his/her pre-defined age category.

Para-Nordic (PN) categories may be included at the Canadian Championships at the request of the Events Committee through the Director of Events Management (DEM). This request will be the result of consultation with the CCC Para- Nordic community through the CCC Para-Nordic Committee, OC Competition Chair and DEM by June.

Note: The 2019 Para-Nordic Canadian Championships will be held in conjunction with the Haywood NorAm Eastern Championships at Highlands Nordic in early February. In addition to the Para-Nordic Canadian Championships, there will be invitational races for Para-Nordic offered over the opening weekend at the Nakkertok Nordic Centre. More information will be posted by the OC in its Race Notice.

Para-Nordic categories: CCC offers competition for 2 categories Standing and Sit Skier by combining Standing classes ([LW2-9 and B1-3] and Sit Ski classes [LW10-12]) for each gender. At Canadian Championships, there are no Para-Nordic junior, senior or master categories, just "Open." The open category for each gender has a single set of results, awards, and prizes for Standing [LW2-9 and B1-3] and Sit Ski [LW10-12]).

Classification: The classification system has been designed to minimize the impact of impairment on the outcome of competition so that athletes who succeed in competition do so on the basis of their sporting ability not on the level of their impairment. Classification for Nordic skiing is based on the International Paralympic Committee (IPC) Nordic Skiing Classification Rules and Regulations available on the IPC Nordic Skiing website.

PN Results: The results of Para-Nordic competition are derived through the application of a time based handicap system. A mathematical formula applies a percentage (factor) associated with an athlete's classification to create an equitable competition amongst athletes competing with different levels of impairment. The athlete's "real time" is multiplied by percentage to determine their final "calculated" time. Athletes with the highest level of impairment have a lower percentage and therefore receive a larger relative time adjustment. For a list of applicable percentages visit:
<http://www.cccski.com/Para-Nordic/About-Para-Nordic/Classification.aspx>

"Racing Out" this phrase refers to the situation where a skier belonging to a Para-Nordic category chooses to enter a competition in an able-bodied age category. This is typically done when start lists are not integrated and an athlete desires to gain access to tougher competition, a team selection process, prizes, awards and points, etc. When a competitor "races out", he/she relinquishes all rights to any medals, prizes, points and awards associated with his/her associated Para-Nordic category.

1.1.1 Important References

- 1) 2018 ICR-CCR with marked 2018 precisions
<http://www.cccski.com/Events/Rules-and-Regulations.aspx>
- 2) The International Ski Federation (FIS) International Ski Competition Rules, 2018,
<http://www.fis-ski.com/inside-fis/document-library/cross-country/#deeplink=rules>
- 3) Officials Manual v3.4 *
<http://www.cccski.com/Events/Rules-and-Regulations.aspx> * or latest version if superseded
- 4) The IPC International Ski Competition Rules, 2017-18, and annual class percentage revisions and updates: <https://www.paralympic.org/nordic-skiing/rules-and-documents>
- 5) CCC Competition Model & Pathway
<http://www.cccski.com/Programs/Athlete-Development/LTAD-Long-Term-Athlete-Development/Competition-Model/Cross-Country-Canada-Competition-Model-and-Pathway.aspx#.W1iheWY0W3A>

2.0 Bidding process, Host Club Responsibilities and Accountability

2.1 Host Club Responsibilities (Summary)

Organize and conduct all competitions in accordance with ICR-CCC Rules and Regulations and this Technical Package.

Provide timely distribution of the Event Notice (by January 15th) and official results in the specified formats.

Set up and display all CCC sponsor and Supplier Pool banners (where applicable). The CCC DEM will be able to provide advice on this.

Develop and maintain a section on the host clubs web site for Canadian Championships event information by September 1st. The OC must appoint a webmaster who is responsible to liaise with CCC for current information and for the maintenance of the event web site. See 6.5.1.

Assign a Press/Media Liaison Official. It is important to work diligently to obtain good event coverage in the local media (press, TV, radio) and to encourage provincial and national coverage wherever possible. The Press/Media Liaison official must work closely with the event Webmaster.

Provide post-race refreshments (drinks, cookies, fruit, energy bars, bagels and yogurt). Sites with no restaurant facilities should provide a hearty lunch for skiers and support staff.

Organize a Canadian Championships banquet for an appropriate evening (this can include the awarding of some prizes, where convenient). Sample templates for Awards Banquet are available from the DEM.

Provide a high-quality sound system.

Provide a race announcer or announcers, with appropriate capabilities in both official languages.

Liaise with CCC's Manager of Media Relations to collect current biographical information on top skiers in the event and as much as possible for other skiers for media feed and on-site race commentating. Current National Ski Team (NST) biographies can be reviewed at <http://www.cccski.com/National-Ski-Team/Athlete-Information.aspx>

The OC agrees to adhere to the terms outlined in the Agreement to Host;

The OC agrees to follow the requirements for Title Sponsor Servicing (if appropriate).

The OC agrees to provide Team and Athlete services at an acceptable standard to include a minimum of one hard copy of start/result lists, skier confirmation lists and other race materials including course maps per registered team and division coach.

Invite CCC and/or Divisions to run concurrent TD and/or officials' courses during the Canadian Championships. Facilitate by offering "live" competition experiences when and where possible or delivering short talks on critical competition issues.

The OC is encouraged to maximize skier participation from the host region by developing a comprehensive Club athlete development program in the season prior to the event.

When Para-Nordic events are included, the Host Club should ensure the following: at least 2 accessible washrooms, accessible hotel rooms, accessible restaurants, accessible awards podium and at least 2 designated and enforced accessible parking stalls.

2.2 Host Site and Dates

The Canadian Championships are open for bids to host from Clubs in every region of Canada every year. The intent is to have the event at a location with:

- Terrain that is suited to this level of competition;
- Homologated trails for the FIS Sanctioned events
- Appropriate trails for Para-Nordic events
- Trained, experienced officials;
- Suitable infrastructure; and
- Reasonable access for the majority of elite racers in Canada.

CCC will solicit bids from sites, the bids will be reviewed and a final selection will be made by the Events Committee of CCC. Sites are evaluated according to a series of factors such as technical rating, organizational abilities and infrastructure, experience and impact on the sport through the potential legacy of the Canadian Championships event. Geographical cycling will be only one part of the overall assessment as to the selection of a final site. The bid forms and the evaluation criteria will be posted at:

<http://www.cccski.com/Events/Events-Info/Canadian-Championships.aspx> . CCC will solicit and choose sites at least two seasons in advance, in order to give the winning Local Bid Committee sufficient time to properly form an Organizing Committee (OC) and prepare and market the Canadian Championships.

The dates for the event are set by CCC based on input from the following, as per their respective requirements of the Canadian Championships, with a reasonable likelihood of snow being an over-riding consideration:

- The OC;
- The National Ski Team (for scheduling impacts);
- The CCC Events Committee; and
- The Coach and Athlete Development Committee.

Normally the Canadian Championships will be scheduled in mid to late March. The dates of the World Cup Finals, the World Championships, the Winter Olympic/Paralympic Games, the World Junior Championships and the Canada Winter Games may be taken into consideration when the dates for the Canadian Championships are determined. It is preferable to select dates that will allow participation of our full National Ski Team.

Once CCC has selected the winning site, the OC is required to sign an Agreement to Host, and thereafter is responsible for the organization of the event. The OC is responsible for updating CCC on the status of preparations on a regular basis through minutes of meetings, letters and telephone calls, faxes or e-mail. The OC will liaise directly with CCC (through the Chairperson of the Events Committee and the Director of Events Management (DEM)) and the TD for guidance and assistance in the conduct of these events. The composition and responsibilities of the Event Organizing Committee and the Competition Committee are outlined in the CCC Officials Manual.

2.3 Public Liability Insurance

As a minimum, the host OC for the Canadian Championships events must subscribe to the CCC insurance policy through its membership in a Division (in good standing) of CCC. Divisions will have more information on this issue.

2.4 Event Funding and Accountability

A Hosting Grant may be available from CCC when there is a Canadian Championships Title Sponsor. Contact the DEM for information on this potential source of funding. CCC will allocate funds to the OC based on a signed agreement.

Should title sponsorship of the Event become available, the OC and CCC may cooperate to find a suitable long-term title sponsor of the event. Sponsorship and financial details will be identified in the Agreement to Host or addendum.

The OC is responsible for all financial obligations related to the conduct of the event not defined in the Agreement to Host.

A final financial statement is to be sent to the CCC DEM within 60 days after the event or prior to May 31st (whichever comes first). The statement should also include the original budget attached to the bid submission.

2.5 Back-up Site and Race Cancellation

It is the responsibility of the OC to submit the name of a back-up site within the same Division. If it becomes necessary to move the event outside the Division because of lack of snow or for other reasons, it is the responsibility of CCC to select an alternate site. If at all possible, the same dates will be maintained. It is the responsibility of the OC to update CCC on the snow conditions beginning four (4) weeks prior to the event and continuing on a regular basis (at least weekly when conditions are changing).

Given recent history, the OC must be prepared to apply fertilizer to maintain snow conditions during the Canadian Championships. Preliminary work should include obtaining all necessary clearances and permits from land owners, application experience in different weather conditions and access to materials and spreaders on short notice. Consideration must also be given to stock piling snow in high traffic areas along the course and stadium.

One (1) week prior to the event, if there is not enough snow and little or no indication of snow in the forecast, the event will be moved to the back-up site. It will be the joint responsibility of CCC and the OC to notify the Divisions of the intent to change the site. Whenever possible, the original OC will assist the new Committee to ensure a smooth transition.

In principle, the back-up site should be selected so that original air travel arrangements can be maintained.

If an alternate venue is secured and a competent OC can be formed then the CCC Racing Director would work with the new OC Chair to prepare a Canadian Championships race budget taking into consideration the expenses already incurred by the original OC as per the refund policy and normal expenses incurred for event hosting at the backup club. CCC understands that these event hosting expenses may vary from club to club. It is strongly recommended that the original OC would be compensated for their pre-event expenses.

Under normal circumstances the balance of all registration fees, government and sponsorship revenues would be transferred to the new OC as part of the new budget for the event.

3.0 Marketing, Sponsorship and Communications

3.1 Sponsorship Rights

The Canadian Championships is a CCC property and may have a Title or Presenting Sponsor through CCC's ongoing marketing initiatives. All local or other sponsorship opportunities must be coordinated through the DEM. Rights, properties and sponsorship servicing obligations are fully outlined in 3.2.1. Contact the DEM for more information on OC sponsorship opportunities.

CCC, through the DEM, is responsible for liaison between the Title Sponsor of the Canadian Championships and the OC.

3.1.1 Sponsor Identification Material

All sponsors for the Canadian Championships must be approved by CCC.

Goods and services typically provided by local sponsors include: signage – stadium area; awards, prize money, post event refreshments and other materials such as items included in athlete packages. The Host community is generally encouraged to provide support due to the significant economic impact hosting of the Canadian Championships brings to the local region.

3.1.2 Bibs and Sponsors

All bibs used at the Canadian Championships and bib markings must be approved by CCC. If a Title sponsor has been signed, bibs will be provided by CCC. These bibs will remain the property of CCC unless otherwise noted. If there is no immediate Title sponsor as of Oct.30th prior to the season of the Championships, OC-sponsored bibs may be used provided there is no commercial conflict with other CCC sponsors. In this case, bibs must conform to the standards described in the CCC Officials' Manual Version 3.4 and the FIS rules for Competition Equipment & Commercial Markings (see FIS web site) <http://www.fis-ski.com/inside-fis/document-library/cross-country/>

3.1.3 Signage/Banners

When there is a Title Sponsor for the Canadian Championships, the start/finish banners, "Welcome/Bienvenue" banners and snow fence banners in the primary stadium area are the exclusive right of the Title Sponsor. The Title Sponsor (through the CCC DEM) must make positioning requirements known to the OC.

Other CCC sponsorship banners, including those of the NST Supplier Pool supporters are to be placed in the stadium area as noted in 3.2.1 and as coordinated with CCC through the DEM.

3.2 Marketing Opportunities

CCC retains the marketing rights and properties to the Canadian Cross-Country Skiing Championships. Specific obligations relating to the Title Sponsorship of the Canadian Championships will be provided to the OC when the Agreement to Host is negotiated.

CCC will work with the OC to provide marketing and promotional opportunities for the OC of the Canadian Championships. The OC is encouraged to partner with CCC in planning, in order to promote their event as widely as possible.

All OC marketing/sponsorship initiatives must be discussed with the DEM.

In order to capture useful information related to marketing of the Canadian Championships, the OC may be asked to complete an Event Sponsor and Media Evaluation Report after the Canadian Championships have been completed. The form will be provided by the DEM.

3.2.1 Marketing Rights of CCC

Right to name a Title sponsor (the "Title Sponsor") – e.g. "the 2019 xxx Canadian Championships

Right to name competitions within the event that has a national implication – e.g. "the AltaGas Canadian Sprint Series" - with associated Presenting Day Sponsors.

Right to locate event or race presenting sponsor banners in a primary location adjacent to the Start/Finish area (maximum of two banners per presenting sponsor) as mutually agreed to by the OC and CCC. The intent is to provide a balance between the bannering provided to the Event Title sponsor and the bannering provided for race day and supporting sponsors. A signage plan should be agreed upon prior to the event between the CCC RD and the events' marketing coordinator

Opportunity to provide podium or ceremony backdrops.

Right to identify Title Sponsors on competition bibs and in the ceremony area.

Opportunity to have CCC sponsor/supplier banners located within the stadium area.

Opportunity to have the Title Sponsor's representative involved in presentation of awards after each competition.

Opportunity to have CCC representatives participate in the Awards Ceremony.

Note: "Primary" banner location is defined as the area directly adjacent to the Start/Finish area, required to effectively position Title, Presenting and Day sponsors. Other event sponsor banners, whether they are CCC or OC sponsors and suppliers, will be placed in the remaining area of the stadium outside of the start/finish area.

3.2.3 Obligations of CCC

Depending upon success in national marketing, CCC may provide financial (i.e. the Hosting Grant) and/or value in kind support as identified in the Agreement to Host to the OC to subsidize event operating costs, including athlete prize monies if cash is available. CCC will advance 80% of any Hosting Grant prior to the event and 20% upon receipt of the final Event Report.

CCC will provide bibs, banners and, where possible, a podium/award backdrop, in support of CCC sponsors and suppliers.

CCC will provide marketing and promotional support to enhance the presentation and funding of the event.

CCC will sanction the open events with FIS.

CCC will sanction the PN open events with IPC if appropriate.

3.2.4 Marketing Rights of the OC

The OC is provided certain marketing rights and opportunities associated with the Canadian Championships. Under no circumstances may sponsors and suppliers obtained by the OC conflict with recognized sponsors and suppliers of CCC, unless written permission is granted by CCC through the DEM or designate. The following are the rights and opportunities of the OC:

Right to name an Event Presenting sponsor - e.g. the 2019 Canadian Championships, **presented by Company W.**

Right to develop an Event Logo or brand in consultation with the DEM. In doing so, the OC agrees to incorporate the bilingual name of the event and the title sponsor name within the logo.

Right to name competition sponsors (“presenting sponsors”), where no national sponsor has been identified – e.g. the 2018 Canadian Championships mass start, presented by Company W.

Right to develop and corporately brand “Leader/Meneur” bibs for category leaders

Opportunity to place “Presenting Sponsor brand on Podium Backdrop

Right to locate event or competition presenting sponsor banners in a primary location adjacent to the Start/Finish area (maximum of two banners per presenting sponsor) as mutually agreed to by the OC and CCC.

Right to recognize the names/logos of event and race presenting sponsors on the Start/Finish banner, over PA announcements and on collateral material.

Right to develop and name sponsors for community festival initiatives – e.g. the Company W Awards Banquet, the Company V Festival Tent.

Right to name local media partners to support and promote the event.

3.2.5 Obligations of the OC

The OC is responsible to provide accommodation for the CCC DEM and/or CCC Race Director. The DEM is on location: as the primary liaison between CCC and the OC; to file all FIS reports; to assist with national media management; and to support technical, media and sponsorship interests of CCC. Appropriate internet access is required for the DEM, at both the event site and host hotel.

In order to ensure the integrity of national sponsorships and the continued success of fund-raising activities in support of programs developed by CCC, the OC is required to fulfill the following:

Use of the official name of the event in all correspondence, including the Title Sponsor's name. This is to include, but not be limited to, event notices, entry forms, web-site promotions and local media initiatives.

Recognition of the Title Sponsor in the Event logo

Use of competition bibs as provided by CCC.

Display of all CCC sponsor/supplier banners as specified in 3.1.3 above. Note that the OC is financially responsible for the safe return of all banners and bibs supplied by CCC.

Completion of the Event Report, to include related final financial statement, within 60 days after the event or prior to May 31st whichever comes first.

Recognition of all CCC sponsorship terms and agreements as may be notified by the DEM or designate.

3.3 Press Release Information

CCC can provide background material on participating NST athletes, current standings, photos, etc. The OC's Press/Media Liaison Official should be in direct contact with the DEM and the CCC Media Relations Manager at CCC. When available, the CCC Media Relations Manager will attend the events to help the OC media person with liaison to national media contacts.

CCC maintains responsibility for the production of a national press release for all races. The OC will be responsible for the production of press releases directed toward local & regional media.

3.3.1 Media Services

The evolution of the Worldwide Web has produced a skiing and media public with high expectations for accurate, quick results and race information. The OC must provide adequate on-site media servicing for media in attendance as well as publics interested in event results.

Services should be proportionate to the expected media and the site and include:

- Adequate working space;
- Access to high speed Wi-Fi Internet;
- Cell phone or direct phone defined service which works from site; and
- Live streaming of results

The OC must assign a local media liaison person to assist local and national media on site.

3.3.2 Media Evaluation and Reporting

An integral part of CCC's yearly review of programs and events is an inventory of all press clippings and reviews relating to cross-country skiing which appear in major newspapers across Canada. It is important for the OC Press/Media Liaison Official to collect all event articles appearing in local newspapers and major newspapers where possible, including pre- and post-event coverage. This should be included in the post-event Event Report completed by the OC and forwarded to the DEM. This will help play a large part in solidifying sponsorship efforts in the future.

4.0 Race Distances, Courses and Grooming

4.1 Race Distances and Techniques

At the 2019 Canadian Championships, none of the competitions should be scheduled at the same time. This ensures a fair and equal competition for all and allows the athletes to cheer on their team-mates. Scheduling should also be organized in a manner that ensures adequate time is available for support coaches to provide proper assistance to all age categories.

Sprint competitions are included in the Canadian Championships and will be conducted using a sprint format that maximizes the number of qualifiers to the heats. Sprint courses must follow homologation standards for width (8-10 meters) to provide ample passing opportunities and must have climbs and turns of such magnitude as to cause technique changes.

Sprint heats (Open Category) must be run in accordance with FIS protocol (see: <http://www.fis-ski.com/inside-fis/document-library/cross-country/> Sprint Competitions with B Final), with a consistent time, depending on the distance of the sprint course, between each round of heats. The OC should strive to allow approximately 1.5 – 2 hours rest for the top qualifying athletes between the end of the qualifying round and the first quarterfinal heat.

To ensure live streaming of the sprint heats all sprint categories must be timed.

It is in the best interest of athletes, coaches and organizers to run the sprint and mass start competitions over 2 days – divided by Juvenile/Junior and Open categories.

University skiers are to be seeded into the open category (or junior men/women if younger than the senior age category) and then identified from the results of the Qualification round for University awards. CCUNC points, medals and school aggregates are awarded based on the results of the open qualification round for the sprint competitions.

The start order for race categories should be rotated from day to day when practically possible. A suggested race schedule can be provided by the DEM. The Competition Jury must approve any changes to the race schedule.

4.2 Schedule of Races – 2019 Canadian Championships (Nakkertok Nordic Ski Club)

Category	Mar 12	Day 1 Mar 13 Wed	Day 2 Mar 14 Thur	D 3	Day 4 Mar 16 Sat	Day 5 Mar 17 Sun	Day 6 Mar 18 Mon	Day 6 Mar 18 Mon	Day 7 Mar 19 Tues	Day 8 Mar 20 Wed	
	TCM	CI Interval	F Pursuit		F Long Sp	F Short Sp	CI Team Sprint	CI Team Sprint	CI Open MSt	CI Juvenile & Jr B/G MSt	
Men											
Midget Invitation M & W	Official Training					3 km Invit					
Juvenile		10	7.5			1	Club CHAL 2 x1.0 k	Div CHAL TSp Mixed Gender	Training	7.5	
Junior Boy		10	7.5			1				15	
Junior Men		10	15		1.4		Open TSp 2x1.3 k	Div Open TSp Mixed Gender	30		
Open – U23 & Sr		10	15		1.4				50		
CCUNC		10	15		1.4				CCUNC 2x1.3k		-
Open Invitation										Men's 30	
PN Standing Invitation					7.5	9					
PN Sit Invitation					3.75	5					
Women											
Juvenile Girls			5	7.5			1	Club CHAL 2x1.0 k	Div CHAL TSp Mixed Gender		10
Junior Girls			5	7.5			1			10	
Junior Women			5	10		1.3		Open TSp 2x1.3 k	Div Open TSp Mixed Gender	20	
Open – U23 & Sr			5	10		1.3				30	
CCUNC		5	10		1.3		CCUNC 2x1.3 k				
Open Invitation										Women's 50	
PN Standing Invitation					5	6					
PN Sit Invitation					2.5	3.75					

Notes:

- CI = classic; F = free technique; Sp = sprint; MSt = mass start; U = university; TSp= Team Sprint
CHAL=Challenge
- Mass start competitions will use a chevron start grid.
- As a general rule techniques will be balanced and rotated from year to year, however course configuration will also be considered.
- Sit skiers require classic track on free technique days.
- Competitions noted as "Invitation" are not official medal events at the Canadian Championships.

4.2.1 Team Sprints

Club Team Sprint will consist of skiers from the same Club.

A mixed gender Division Team Sprint will be offered in 2019 for skiers not participating in the Club Team Sprint event.

Foreign skiers may enter the Open Team Sprint competition provided they are a member of the same registered club but are not eligible for Championship medals. Regional Training Centers are not allowed to field teams in the Team Sprint competition.

Categories are restricted to the following:

Open Team Sprints – gender specific, i.e. men's and women's teams, with no restriction on the age of athletes; 2 X 2 laps X .9-1.4 km. See Officials Manual V3.4 (Section 4-8 and 8-8) for Team Sprint details.

Challenge Team Sprints – gender specific, with athletes from juvenile boy/girl and junior boy/girl categories; 2 x 2 laps X .8 – 1.2 km.

CCUNC Team Sprints – Canadian schools only gender specific, with any combination of ages of university students (or as defined by CCUNC). 2 x 2 laps X .9-1.4 km.

Mixed Gender Division Team Sprint – restrictions based on Open and Challenge categories as noted in 4.2.1, with one male and one female athlete per team composed of members of the same division. 2 x 2 laps X .8-1.4 km

Order of Start: The CCUNC Team Sprints are followed by the Challenge category followed by the Open Team Sprint. If limited numbers of teams are entered, the Jury may decide to proceed directly to the finals in a category. Semi-Finals are conducted in the morning, all finals should be scheduled for the afternoon.

Athletes are permitted to participate in more than one Club based Team Sprint event (e.g. challenge men, open and/or CCUNC). Skiers are not permitted to participate in both Club and Division Team Sprints.

The team sprints will include timed semi-final heats and a final. If fewer than 15 teams are entered, a single final will be run in the class. Maximum semi-final field should be 15 – 18 at the discretion of the Jury. Teams will be seeded according to the sum of distance CPL.

If there are semi-finals, teams will be evenly distributed e.g. best points to semi-final 1, second to semi-final 2, third to semi-final 2, fourth to semi-final 1, fifth to semi-final 1 and so on. The start order for the semi-final heats will be drawn.

If there are two semi-finals, top 2 Canadian teams from each semi plus next 6 fastest teams are promoted to the final. If there are three semi-finals, top 2 from each semi plus the next 4 fastest teams are promoted. This will allow 10 Canadian teams plus any foreign teams who finish ahead of them to race in the final.

Teams will be seeded in the starting grid irrespective of nationality.

Semi-finals will be timed and teams will be ranked as per FIS 326.4.6.

Aside from the advancement rule noted above, FIS Team Sprint rules apply with two stipulations:

Waxing pits are only permitted in designated areas and will only be allowed after review by the Jury of the stadium size, competition format and size of the heats. Only one service team personal and one wax bench per club is permitted in this area.

Teams must be comprised of skiers from the same club for the Club Team Sprint and from the same Division for the mixed gender Team Sprint. Only the results of the Club Team Sprint are used to contribute to aggregate totals. Championship medals will be awarded for Club and Division TSp. **No unofficial teams are allowed.**

Final Rank is determined by the results of the final. Teams not in the finals will be ranked on their rank and finish time in the semi-finals. i.e. the times of all 4th place teams will be ranked fastest to slowest followed by times of all 5th place teams ranked fastest to slowest as per ICR 326.5.3 .

4.3 Homologation Standards

Homologation standards for the open categories, which are FIS-sanctioned races, are tabled in the FIS rules within the ICR-CCR Rulebook under section 311.2.5 and CCC Officials Manual Appendix 8 for Para-Nordic.

4.3.1 Course Profiles

Tables of data for course profiles for different age categories can be found in the CCC ICR under section 313.

4.4 Race Courses

(M = Must Have, SR = Strongly Recommended)

The host site must have a good range of courses to provide for all competition formats and categories in the Canadian Championships. This includes reasonable terrain that can accommodate open and the junior men/women categories starting and racing together. Homologation norms must fall into the limits set out in Rules 311.2.5 of the CCC ICR. (M)

Course markings must be as per Rule 311.4 and Officials' Manual -V3.4. Signage must be clear as to the direction in which skiers must go. (M)

4.5 Grooming Equipment

The Canadian Championships OC must provide CCC, and more importantly the coaches and athletes, with the assurance that it has taken the necessary steps to produce the best possible track for racing under the most adverse weather conditions, including ice, heavy snow and rain.

Trail-grooming capabilities must (M) include:

A full width tracked vehicle equipped with a renovator that is hydraulically operated (M);

An Alpine twin track or equivalent single-track setter (Bachler type molded) (M); and

A snow renovator or packing pan for use with a snowmobile to improve course conditions when heavy snow arrives at temperatures which preclude the use of a tracked groomer (M)

Grooming resources must be sufficient and flexible enough to allow grooming at any time which will ensure optimum trail preparation.

In recent years athletes have expressed a preference that courses are consistently firm, such that equal and fair conditions existed for all participating athletes. This means that it is important that organizers of large

events gain more knowledge of both grooming and salting. In late season racing, the OC will be expected to develop a low snow plan which might include the use fertilizer (i.e. 40-0-0) on soft sections of the trail. Refer to http://www.fis-ski.com/mm/Document/documentlibrary/Cross-Country/04/19/28/FISSaltingGuidelines_2015_English.pdf for FIS Guidelines on Salt application. Permissions and expertise are the responsibility of the OC.

4.6 Course Marking and Inspection

The competition trails must be marked the day before competitions begin and groomed for inspection two full days prior to the first race. Course maps must be available on line for the full slate of races at least one week prior to the event. It is suggested that each team receive a laminated set of course maps that can be displayed in the wax cabins.

During official training (the day prior to a competition), the course must be prepared and marked as it will be during the competition (Competition Regulations section 311.4).

5.0 Technical Delegate and Jury

5.1 Technical Delegate (TD)

The TD and the Assistant TD (ATD) are appointed by the Events Committee of CCC and are responsible to the appointing body. CCC will confirm these appointments to the OC and will provide the TD with the name and address of the Chairperson of the Competition Committee. Communication will then occur directly between the Comp Committee Chair, TD, ATD and DEM.

All reasonable travel, gas and accommodation expenses of the TD and the Assistant TD (ATD) are the responsibility of the OC. The TD's expenses must also be covered if a pre-event visit is required. Per diems for the TD and ATD should be paid when the officials arrive on site, based on the standard CCC per diem rate less anticipated meals covered by the OC i.e. on-site lunches, banquet, OC Hospitality. Per diems should also cover travel time to and from the host community. For reference the CCC Travel Policy is available on-line at <http://www.cccski.com/getmedia/a4c34d2b-6d99-48e0-a6f8-ded108b3d937/272TravelandExpensesPolicy.pdf.aspx>

If possible, an Apprentice TD from the host region may be appointed (a new Level III) to learn and to assist the TD with the permission of CCC Events Committee. The cost for this apprentice should be shared between the Apprentice TD and his/her Division or Club.

5.2 CCC Race Director (RD)

CCC will name a Race Director (RD) This official is nominated by CCC Events Committee for Tier I competitions of the highest category including the National Championships. Accommodation expenses of the Race Director are the responsibility of the OC.

Duties of the RD are:

- To represent the interests of Cross Country Canada
- To schedule and conduct inspections of new sites interested in hosting Tier I competition
- To ensure that the CCC Hosting Agreement is signed between CCC and the OC
- To oversee that all aspects of the organizer's contract are correctly fulfilled
- To monitor the proper operation of the event according to the CCC Technical Package in force, and report issues to the CCC Events Committee as necessary
- To provide coordination and support to all Jury members by providing information and advice
- To ensure adherence to common race reporting protocols including filing of xml results to FIS
- To oversee and manage the production and promotion of the Aggregate Results
- To manage and collaborate with the OC to ensure compliance with event marketing and sponsorship aspects
- To liaise with the TD and OC to discuss best practices and issues arising over the course of the season
- To participate on the Jury.

5.3 Jury Composition and Function

The Jury at National Championships will include

- Technical Delegate –Jury Chair
- Chief of Competition
- CCC Race Director
- Assistant Technical Delegate

At the discretion of the Jury, other experts may be invited to attend Jury meetings as observers. Apprentice TDs will have observer status on the Jury. Observers do not have a vote in Jury decisions.

The Jury will be identified and introduced at the first Team Captains' Meeting.

The Jury should meet one hour before the start of each competition, one hour after and at any other time deemed necessary.

A Jury Secretary must be assigned by the OC and be responsible for the coordination of the Jury room, meeting minutes, course maps and race results distribution for all Jury members and documents and forms specific to Jury duties (i.e. Protest, Appeal and Sanction forms)

6.0 Competition Sanctioning, Eligibility, Seeding etc.

6.1 Sanctioning

The Canadian Championships are sanctioned nationally by CCC. The CCC Canadian Championships sanctioning fee is \$1,500 invoiced directly and payable to the CCC office.

CCC applies for FIS sanction for the open class individual competitions in the Canadian Championships, and the combined FIS/CCC rules will apply to these competitions. The FIS sanction fee is covered by the Sanctioning Fee noted above.

Should CCC apply for IPC sanction for the Para-Nordic portion of the Canadian Championships the IPC sanction fee will be paid by CCC under the fee noted above.

A site visit by either or both of the TD and the DEM should be made in the year prior to the event. The TD, DEM, Chairperson of the EOC and the Chief of Competition should agree on the major logistical issues of the Championships no later than two months before the event. Once the Event Notice has been published, decisions and changes made regarding the event or its conduct should be published on the CCC web site (<http://www.cccski.com/>) and the event web site: <https://championnatscanadiensdeski2019.engne.ca/index.php/en>).

6.2 Athlete Eligibility

6.2.1 Eligibility Requirements

Eligibility to compete in the Canadian Championships is outlined in the options below.

- 1) Eligibility. All competitors at the Canadian Ski Championships must:
 - have a valid CCC or FIS race license from the current season; and
 - have points on the most current CPL or FIS Points List.

- 2) Medal Eligibility. This category of eligibility allows the competitor to compete for Canadian Championships medals and awards put forward by CCC and prizes provided by the OC or sponsors. As well, skiers in this category of eligibility may earn points towards overall Canadian Aggregate Awards (Club, Division or Individual). To achieve medal eligibility the skier must fulfil the following:
 - be a Canadian citizen or holds a Permanent Resident Card (PR Card); and
 - is eligible to be issued a current FIS License by Canada at the time of race registration.

- 3) Partial Eligibility. This category of eligibility allows a competitor to compete for OC or sponsor generated prizes, including cash prizes in the open class. This category of eligibility does not allow the skier to earn points towards any of the overall Canadian Aggregate Championship Awards. Skiers in this eligibility category would include the following:
 - Those who have a CCC race license but are not Canadian citizens or do not have a permanent resident card; or
 - Skiers who have a FIS license

- 4) CCUNC Eligibility: The eligible athlete meets the varsity requirements of their institution, (CIS member, CEGEP or College), is enrolled in a minimum of 3 courses /semester for 2 semesters in the most recent 12-month period and signed authorization from the school registrar and/or Director of Athletics is received by CCC's DEM. Graduate students and cooperative education students are eligible if they provide signed documentation as outlined above. Completed eligibility forms, available in Appendix B, must be in the hands of CCC's DEM by the entry deadline noted on the eligibility forms. CCUNC skiers must also hold a CCC racing license and must be on the CPL .
 - A skier who attends a foreign school, regardless of citizenship or CCC License status, is ineligible to compete for CCUNC individual medals or Aggregate Awards at the Canadian Championships, however a skier, regardless of nationality may compete and earn CCUNC medals and score

aggregate points for their school if they are officially registered by the Canadian institution on the CCUNC Eligibility Form in Appendix B.

6.2.2 Other Eligibility Considerations

In principle, all entries submitted to the OC should be endorsed or acknowledged by the athlete's parent Club or Division in order to facilitate management of Division Teams and facilitate the OC's registration process. However, individual entries are permitted when circumstances warrant.

The official Club and Division for an athlete will be those registered on his/her current CCC racing license (CCC Rule 103.4). As per the CCC Race License Policy (see the CCC website) a skier may compete for only one club per season.

The burden of proof of citizenship lies with the athlete and must be declared on the National Championship Entry Form at time of entry.

Athletes may choose to "race up" in an older age class, up to and including the open class, but in so doing would forfeit the right to prizes in their own age class. They also forfeit the opportunity to contribute to aggregate points in their own category for that competition.

In situations where junior skiers decide to race in both junior and senior sprint competitions on alternate days (for the purpose of enhancing their opportunity to earn higher points) aggregate points will only be counted for their natural age category.

Para-Nordic Athletes may choose to "race out" in an able-bodied class, up to and including the open category, but in so doing would forfeit the right to prizes in Para-Nordic category.

Members of the Senior National Ski Team will be entered by the NST Coach. However, points won by these skiers will be awarded to their respective Club/Division as declared on their current CCC license.

A master list of Clubs in good standing for the current year of the Canadian Championships is available on the CCC website www.cccski.com.

As soon as it is reasonable to do so, the OC will make available a confirmation list containing all registered competitors containing Club, Division, Team and School affiliation, CCC and FIS license numbers, Year of Birth, race category, Para-Nordic category (if appropriate) and the list of competitions for which the competitor is registered. This list will be posted on the Canadian Championships web site and in an appropriate place at the event site and made available to other individuals upon request. It must be presented for review one month prior to the event and updated weekly for final verification at the first Team Captain's meeting.

6.3 Racing Licenses

In order to participate in the Canadian Championships, a skier must have a valid racing license issued by CCC or FIS in accordance with the eligibility guidelines in 6.2 above. If a skier is licensed by both CCC and FIS, both license numbers must be listed on the entry form. In this regard, the event entry form must include a place for the FIS license number as well.

In order for FIS-licensed skiers to gain FIS points, a valid FIS license number must be in the race management database. FIS licenses may be purchased by Canadians through the CCC office no later than two weeks prior to the registration deadline for the Canadian Championships. Either the skier or his/her coach should check with the OC that the correct FIS number is recorded in the OC competitor database. Skiers who include an inactive FIS license on their entry form will be charged with the cost of activating his/her FIS license at the time of registration.

The Guide for the Para-Nordic Visually Impaired competitor need not be a member of the same club.

Para-Nordic visually impaired competitors may purchase a transferable Guide license that can be used by multiple guides during the season. Multiple guides can be used by visually impaired competitors during a competition.

Skiers from other ski disciplines must hold a valid CCC Racing License to compete in the Canadian Championship.

Further details regarding licenses can be found on the CCC website.

6.4 Entry Fees

The entry fees for the Canadian Championships will be a maximum of \$40 per individual competition and \$40 per Team in the Team Sprint Relay. In the event the OC needs to increase the fee, approval must first be obtained from the Events Committee of CCC. Registration fees must cover trail fees for all official race and training days. Skiers and team staff must be able to access the competition trails 2 days prior to the competitions. Trail fees will apply for those who use the trails on all unofficial training days. Access to the competition trails on official training days (day prior to each race) is included in the entry fee.

Appropriate sales taxes may be added to the race entry fees.

In some instances, the OC may also request a promotional fee to cover event costs associated with high profile park or promotional events. This plan, associated costs and a complete event budget must be approved by the Events Committee.

Entries and fees must be in the hands of the OC no later than 5 days prior to the first competition day. Entry fees will not be refunded if athletes do not turn up. A graduated entry fee program must be reviewed by the OC to encourage early registration and discourage late registrants.

It is customary not to charge PN Guides entry fees at the Canadian Championships.

The OC may charge a modest fee to cover the cost of the banquet however the cost may not be more than what the athlete would normally pay for a dinner (\$35 - \$40) at the Canadian Championships. A fee to offset the cost of extraordinary venue rentals and programming may also be reviewed by the Events Committee. The OC should subsidize these costs through sponsorship and entry fees where possible.

Note: Any increase in fees must be accompanied by an updated budget. In the situation the OC generates an operating profit in excess of 15% of expenses after an increase in fees is granted a contribution to the next Canadian Championships OC is expected.

6.4.1 Complimentary Entries

In situations where invitations have been specifically sent to guest skiers, teams or dignitaries with "complimentary" entitlements, the invitation should specify the number of athletes to be covered, specifics on travel compensation (including per diem if applicable), information on room and board arrangements, appearance incentives, time expectations, etc.

The above procedure will avoid any confusion or misinterpretations regarding expectations and responsibilities. A note to the athlete/team will ensure a smooth running event and can be referenced if necessary in subsequent discussions/negotiations.

Canadian National Senior World cup team athletes (able bodied and Para-Nordic) will be provided complimentary entry to races. For the 2019 Competition season this includes the following athletes:

Canadian World Cup Team: Alex Harvey, Len Valjas, Emily Nishikawa, Dahria Beatty, Cendrine Browne, Julien Locke

The top 4 NorAm skiers will be provided complimentary entry to the races. The OC will be provided a final ranking list after the last NorAm event of the season.

PN Senior World Cup Team 2019: Mark Arendz, Brian McKeever, Brittany Hudak, Emily Young, Colin Cameron, Natalie Wilkie, Graham Nishikawa, Russell Kennedy

The OC should liaise with the NST Head Coach, Para-Nordic Head Coach and the DEM to develop a marketing plan which maximizes the promotional and advertising value of these athletes during the Championships.

6.5 Event Notice

The Event Notice (i.e. including entry forms) must be produced no later than January of the year of the event. A copy of the Event Notice should be e-mailed to the CCC office in Word, pdf or html format for listing on the CCC website and must also be sent to the Division Offices and Division Coaches.

The Event Notice must be issued in both official languages.

An on-line registration procedure should be part of the OC's event management plan. The on-line registration process **must include a field that permits the athlete to declare his/her eligibility status** as per 6.2.1 above.

In order to facilitate management of Teams the OC must provide notice of all entries, sorted by Division and Club, on the event website on a regular basis commencing four weeks prior to the event.

Club names and spellings will be used as reported in the Club data base on the CCC website. Club names should be abbreviated when necessary to eliminate non-unique identifiers such as "Nordic," "ski" and "club" in consideration of space requirements on the results and start lists. Skier names and spellings will be used as per the CCC License list and CPL provided by CCC to the OC. FIS registration data will be used as per the FIS website points lists. The validation protocol available in Zone4 must be used by the OC prior to publication of all lists.

Since the individual open class or combined category competitions at the Canadian Championships are also sanctioned by the FIS, the application form must request both the FIS and CCC license numbers. The OC is not obliged to fill in this field when the registrant has neglected to do so.

A Divisional mailing list is available on the CCC website or from the National Office.

The OC is cautioned to respect privacy and must not permit entrants' e-mail addresses to be used for solicitation.

The OC should recognize that most coaches will not be familiar with the technical package so all relevant information regarding the races and athlete eligibility should be referenced to 6.2.1 and linked to this Technical on the CCC and the Event Web site.

6.5.1 Event Web Site

The OC is required to develop and maintain a section of the OC's website for Canadian Championships event-related information.

Information that should be posted on the site includes the following:

Pre-event information - Event Notice, list of sponsors, hotel (including wheelchair accessibility) and vehicle rental information, fax, phone and e-mail contacts, detailed schedule of competitions and activities, facilities available on site, etc;

Information during the event - athlete welcome, registration lists of athletes, daily reports with photos, official results (pdf or html), aggregate standings for individuals, CCUNC, Clubs and Divisions, links to media

reports of the event, photo gallery and any other information relevant to the current event including changes and decisions made by Jury relating to the conduct of the event.

Post-event information - big thanks to volunteers and sponsors, lost and found, info on next year's championships, etc

A Confirmation list containing all registered competitors containing Club and Division affiliation, CCC and FIS license numbers, age category, Para-Nordic category and competitions entered.

A link to the Canadian Championships event page at: <http://www.cccski.com/Events/Events-Info/Canadian-Championships.aspx>

As much as it is feasible, all communications on the event website should be published in both official languages.

The OC must appoint a webmaster who is responsible exclusively for the maintenance of the competition web site.

6.6 Registration System

An online registration system is mandatory. (M)

6.7 Seeding for the Competitions

6.7.1 Interval Start Races

The Distance CPL will be used when seeding all categories. Within each category skiers will be grouped based on the number of total skiers in the combined category. In the case of common distance days at the Canadian Championships, junior and open categories may be combined depending on track and weather conditions as determined by the Jury. Start positions will then be randomly assigned within each group based on the CPL. Those without CPL ranking will be assigned to a separate group and randomized.

The Jury will also decide the order of start of each group considering snow and track conditions. The OC will make copies of the latest CPL lists available at the first Team Captain's meeting for verification. Changes to the verified seeding lists will only be considered by the jury in exceptional circumstances.

CCC's Director of Coach and Athlete Development may make recommendations on special seeding requests to the Jury based upon a written submission from the athlete's Division at least one week in advance of the start of the races. However, such requests must indicate an extraordinary reason for consideration for improved seeding. If a request is successful, a senior or junior will start with the assigned points as per the decision of the Jury.

For Para-Nordic, seeding will be done by the Division Coaches prior to each TCM. The number of groups in each category will be determined from the number of entrants in the category as per Rule 333.3.1. Division Coaches will divide their competitors equally amongst the groups and the start numbers will be drawn within each group.

6.7.2 Mass Start Races

For all categories, the mass start races on the final days will be seeded by the better of the skiers Distance CPL, or the points earned by averaging the two individual start races from earlier in the event.

6.7.3 Team Sprints

Challenge and open teams will be listed in order of the sum of distance CPL. Team will be equally divided among the Semi-Finals as per ICR 326.4.2 (2 or 3 depending on field size). Seeding for the Team Sprint

finals will be based on the results of the semi-final heats. The order of start of the semi-final heats will be drawn. See additional information in the Race Notice for Team Sprint Registration protocols.

6.7.4 Individual Sprint Competitions

Individual sprint competitions will consist of a qualification round of all skiers in each category with the top 30 skiers from the qualification round advancing to a series of elimination heats.

Elimination heats should be timed, advancement will follow FIS protocol as outlined in 325.4.2.7. The 1st and 2nd place skiers in each heat will advance in addition to the next two fastest competitors from the quarterfinal heats who are ranked 3rd or 4th. Advancement to the A final will follow the same protocol.

Open and junior men/women categories will be combined for Sprint Qualification. They will then race heats in their own category. Should a junior wish to race in the open category heats they will be required to declare their intention through their Team Captain at the TCM preceding the Sprints.

For all categories seeding for the qualification race will be done by Sprint CPL. The competitor with the highest Sprint point's will start first in each class followed by the next highest etc. Those without sprint points will be drawn as one group and will start following the seeded competitors.

Timing will be reported to 1/100 second. In the case of a tie during qualification, the advantage will be given to the skier with the higher sprint points.

6.7.5 Pursuit Start Competitions

A pursuit start competition is supported at the Canadian Championships to encourage athlete development through exposure to different race formats. A pursuit start will feature two race events on back to back race days and feature alternating technique i.e. Day 1 Classic, Day 2 Skate.

Start times on Day 2 are determined by the time difference between the competitor and the winner of the Day 1 competition with the winner leaving at 0.

A video camera should be used to record the entire start such that a review by the Jury can be done and a large start clock and a large display clock should be used for each starting lane. No start gates are used however a competitors bib number and start time should be posted at the front of each start lane.

Example of a start list for Pursuit competition can be found at: <http://data.fis-ski.com/pdf/2017/CC/3033/2017CC3033SL.pdf>

6.8 Team Captains' Meeting

At the first Team Captains Meeting, the TD and Jury will be introduced. The TD will make any points related to rules or rule changes that need to be emphasized for the Championships or for the first competition. At this first meeting and at all subsequent TCM's competitor lists should be confirmed as to spelling, Para-Nordic category, age categories, Canada and FIS Points, CCC and FIS racing licenses, Club, Division, School and Team affiliation. Once the competitor list is approved at the TCM the draw will take place for the event.

Additional meetings will occur the day before each subsequent competition or at times decided jointly by the Jury and Team Captains. Alternatively, the times may be published in the Event Program (CCC Rule 307.1.2)

Although all coaches/team leaders are invited to these meetings, each Division must be represented by only two persons sitting at a designated place, with one to speak on behalf of the Division. The designated Team Captain (speaker) should be at least a competition-development certified coach or Level 3. Consultation may occur between the two coach representatives. All others at the meeting have only observer status. Provisions should also be provided for captains of visiting foreign skiers as decided by the Jury.

A facility that will comfortably seat up to 50-60 people plus a head table for the OC Chair/ and Jury members should be used for the Team Captains' meeting. A projector and screen that accepts computer output must be available for all coach's meetings. Translation services must be available for all TCM's.

Seed lists for the next race should be made available to the Team Captains the night before each TCM; corrections should then be handed back to the race office no later than 4 hours before the start of the TCM, enabling start lists to be distributed at the start of each meeting for the next day's race. A printed version of the competition schedule for the next race day should be made available to all Team Captains.

6.9 CCC Contact List

DEM	- Dave Dyer	- ddyer@cccski.com
CCC Manager Media Relations	- Chris Dorman	- hpprchrisc@comcast.net

6.10 OC Contact List

The OC must provide CCC with a list of key contacts for the Event Organizing Committee and the Competition Committee.

In addition, the OC Chairperson must include the CCC DEM, TD and ATD on the email distribution list for regular event preparation updates and meeting minutes during the 16 months leading up to the event.

7.0 Athlete Services

7.1 Event Programs & Activities

It is desirable that the OC produce a Canadian Championships Event Program to summarize pertinent information (e.g. competition schedules, banquet details, prize-giving arrangements, welcome messages, etc), and to provide the opportunity for sponsor visibility.

The Canadian Championships are an opportunity for skiers from across Canada to meet and compete against our best. Social activities are an important component of this event and should be built into the schedule with the advice of a regional or host provincial coach.

Awards ceremonies must be short and punctual and should be located where athletes can stay sheltered until the ceremonies begin. If onsite facilities do not permit this, an alternative site convenient to the athletes should be chosen. On interval start days the awards should take place at a convenient location at appropriate times during the competition.

A Canadian Championships banquet is an important social feature. This event must remain athlete-focused. The facility should accommodate the attendance of visiting parents and extra coaches and support a buffet concept with multiple food stations for distribution. Costs for athletes should be subsidized through sponsorship and entry fees. Organizers should remember athletes consume significant quantities of food, a charge in the range of \$35 - \$40 per head is permitted. Full accessibility for Para-Nordic athletes is required. A sample Banquet Agenda is available from the DEM.

Post-competition refreshments should be offered to all competitors. Support from local grocery chains and suppliers can often offset all associated costs. Juice, energy bars, light sandwiches or bagels, warm soup, fruit and water are among the items that should be made available to athletes. Additional BBQ items and soft drinks can be provided through the onsite canteen.

7.2 Registration Kits

Registration kits should be provided to athletes, guides and coaches at registration. Contents of registration kits may include: program, travel brochures, city and institutional maps, local entertainment list, restaurant lists, competition passes and information, banquet tickets, souvenirs, newspapers, participation certificates,

name tags. Local merchants may provide discount coupons, free souvenirs such as pens, note pads, key chains, calendars and other promotional material.

7.3 Bilingual Services

It is CCC's policy to ensure that, at CCC-sponsored events of national and international stature, essential services are provided to athletes, coaches and spectators in both official languages. Translation must be available for critical functions (e.g. Team Captains' Meetings, Race Notices, Stadium Announcements and web site notices).

7.4 Internet Access

It is recommended that high speed wireless internet service be available to athletes and coaches at the event site.

8.0 Warming, Waxing and Testing Facilities

8.1 Warming and Waxing Facilities

The expected entry for the Canadian Championships is significant (minimum 400-600). The site must have suitable on-site sheltered accommodation allowing a minimum of 5 sq. ft. per athlete/coach/team manager. Accessibility considerations must be included for para-nordic competitors.

A separate space must be available for ladies at the competition site to permit athletes to change from wet competition clothing to warm-ups and dry undergarments.

Separate sheltered waxing facilities appropriate in size must also be provided. Allow at least 9 sq ft of usable space per athlete with suitable power access. (for 500 athletes, recommended minimum is 200 amps). The waxing facility must have restricted access with active ventilation to accommodate the application of fluoro-carbon waxes. (M) The provision of additional outside power outlets and outside waxing & parking space for customized club waxing facilities is also recommended.

If such space is required, teams must notify the Venue Chair at least two months prior to the event. Portable trailers and permanent wax cabins must include active ventilation systems to effectively remove dangerous vapours. Fans should be rated to move 180 – 200 cfm for 300 sq/ft and be capable of completely recycling the air in the wax facility each night.

Team technicians must be encouraged to wear at a minimum half mask respirators rated for Chemical Clean-up, Grinding, Masonry or Painting Spray units that provide protection against organic vapors and a minimum 95% efficiency against non-oil particulate aerosols. N95 (95% Efficient Protection Against Non-Oil Particulates). Full face masks will protect eyes from dangerous vapours and dust. The use of disposable gloves is also recommended as the skin represents a secondary source of exposure to toxins.

For reference visit:

http://www.uline.ca/BL_992/3M-6000-Reusable-Respirators and

<https://www.scottsafety.com/en/anzp/DocumentandMedia1/Marketing/ProductLiteratureandCatalogs/Brochures/Scott%20Safety%20Half%20and%20Full%20Face%20Respiratory%20Range%20Brochure.pdf>

Designated wax areas should be coordinated along Province/Territorial Club jurisdictions with a minimum of 20 athletes including the following groups:

- National Ski Team
- National Development Centres (AWCA, TBay, PHTC)
- Visiting National Team programs
- Foreign Guests

Outlets at the start for “hot boxing” skis for the sprints are not required.
Wax pits may be permitted at the discretion of the Jury for Team Sprint and Sprint competitions.

Ski exchange boxes will not be permitted in the mass start competitions.

8.2 Wax Testing

A suitable hill for glide testing must be within 1 km of the stadium area and not on the race course. (M)

A warm-up track with a small uphill must be provided near to the start. Both the glide testing area and the warm-up tracks should be groomed and prepared in the same manner and at the same time as the rest of the competition track in order to simulate race conditions. (M)

9.0 Timekeeping and Data Processing

9.1 Timing Standards/Results Production

At the Canadian Championships, athletes, coaches and media expect quick, accurate and esthetically appealing official results packages. A CCC approved race management software package such as Zone4 must be used. The trend is to use software that interfaces directly with race timing equipment and live-streaming capabilities are required. (M)

The selected package must accommodate all common formats for competitions, including mass starts, interval starts, pursuit starts, sprints, team sprints and relays. The system must handle multiple competitions, categories, combined and sub categories. Para-Nordic results must include Percentages for classic and free technique, Real Time and Calculated Time for Results and Hunting Start Lists. (M)

The package must provide start lists and result lists with basic competition information (i.e. weather conditions, sponsor tags, etc), together with split and finish times in the format approved by CCC. (M)

Start lists must clearly state the time of day that the competition starts and the time intervals after this start time at which individuals will have their starts. (M)

The Start List should show the members of the Jury, Category, Bib number, Name, Club, Team, Division and Start time (M)

The package should be able to output results in several formats (e.g. xls, pdf and xml), and live-streaming must be offered by the OC. (M)

Timekeeping officials and technical assistants who will be using the race management software package must have used the software previously and be very familiar with it. (M)

9.2 Timing Equipment

CCC requires that start/finish times be electronically generated with a completely independent back-up system. (M)

There must be an enclosed and heated timing building of some type with an electronic timing unit (i.e., Summit Systems etc.). (M)

An electronic start gate must be used at the start of interval start races in conjunction with a large format display/count-down clock. The start gate must have a post on either side to ensure a skier cannot leave in either technique without opening the gate. (M) If the gate is too narrow for sit skiers to start using the standard gate, they may be started outside the gate in the late start lane.

At the finish, an electronic beam signal is required to capture the time of the athlete as he/she crosses the finish line. (M)

At the Canadian Championships, all competitions using mass start, sprint or pursuit start formats must include approved digital photo finish line equipment. Event personnel must be trained in the use of this system. (M)

For Pursuit Start competitions, a camera simultaneously capturing the skier and start clock must be available to validate all start times. (M)

Course controllers should be provided with training on high definition video camera equipment to verify technique or other violations at key locations during the competition (M).

9.3 Results

The publication of the results of competitions should be consistent with the format outlined in Appendix A of this document. Official Results must show the members of the Jury and the following: Lap and Total Distance for each category, Technique and Category followed by Rank, Bib #, Name, YOB & sub-category, sub-rank, Club, Division, Team, CCC & FIS License number, Total Time, Time behind

Results files for Para-Nordic should include Rank, Bib#, Name, Club, Division, Team, Classification, Final Time and Calculated Time. Final Rank should be based on calculated time.

The OC should produce a separate result files for: able bodied and Para-Nordic competitions using the naming conventions for the race files as provided by the DEM.

For FIS sanctioned open competitions, trail homologation data and the FIS Homologation # must be shown in the comments bar between the header and the results matrix.

For CCUNC events, separate result files must be produced titled: CCUNC Canadian Championships. CCUNC results should show Rank, Bib, Name, University Team, Total time and Time behind.

Publications by the OC should include the following:

On site – hardcopy – complete results (unofficial, followed by official) published on a results board in accordance to timing as specified in the CCC Rules. As well, final copies are to be supplied to teams and others if requested.

On the event web site using pdf or html format that can be viewed and downloaded from the Championship web site. The layouts used must be “printer friendly”.

Official results must be posted at www.zone4.ca.

As many people from across the country will be following the races and looking for results on line, the OC should have internet access on site and should post results to the internet as soon as possible for each race. This must include live streaming of interim and/or unofficial results; these must be updated with official results as soon as they are approved by the Jury.

9.4 Competition Points

9.4.1 Canada Points List

Canada Points List (CPL) points will be calculated for all individual Canadian Championships competitions and after the Canadian Championships are over will be entered into the CPL ranking system for the appropriate points period as per the rules of the CPL. Points policy is the responsibility of the CCC Points Committee; FIS points reporting and management are the responsibility of the DEM.

Only racers that have been seeded together in common distance competitions will be combined for point calculation purposes.

9.4.2 FIS Points

For FIS-sanctioned competitions – i.e. individual competitions in the open categories - the TD, in cooperation with the DEM, is responsible for completing the online FIS TD Report and confirming the Race Penalty calculations.

FIS points will be calculated for all individual competitions in the open categories (for FIS license holders only).

The FIS points calculations in appropriate format (xml) will be submitted electronically by the DEM to the FIS online system.

10.0 Doping Control (when required)

Athletes and coaches must be aware that doping control tests may be conducted by the Canadian Centre for Ethics in Sport (CCES) on a random basis in accordance with the Canadian Anti-Doping Program. To avoid an inadvertent positive test and the consequences of an anti-doping rule violation, athletes are encouraged to take the following steps:

- Check the Global DRO (www.globaldro.com) to determine if any prescription or over-the-counter medications or treatments that are banned by the WADA Prohibited List.
- Review medical exemptions requirements (www.cces.ca/medical) if you require the use of a banned medication for a legitimate medical reason.
- Do not use supplements or take precautions prior to doing so. Supplement products cannot be verified by the CCES or in the Global DRO. A lack of industry and government regulation makes it impossible to confirm their ingredients. Read more: www.cces.ca/supplements
- Review the steps of the doping control sample collection procedures:
<http://www.cces.ca/en/samplecollection>

For additional resources and general information about anti-doping, please contact the CCES:

Email: info@cces.ca

Call toll-free: 1-800-672-7775

Online: www.cces.ca/athletezone

The Chief of Competition should contact the CCC DEM a few months prior to the event to determine the likelihood of a doping control test taking place and the need to make necessary arrangements. The knowledge given to the Chief of Competition on this subject must remain completely confidential.

Doping control facilities and proper equipment must be provided in an area within walking distance from the stadium (permanent structure or trailers). (M)

The doping control area should be divided into three separate areas:

Waiting area should be large enough to accommodate athletes, representatives accompanying athletes, representatives of the CCES and doping control personnel.

Working room with table for three people.

Toilet area with lavatory (at least 1 must be wheelchair accessible with safe catheter and sharp disposal) and room for two people.

Equipment - lockable refrigerator (if possible), assorted other minor equipment (desks, chairs, etc.).

Provision of six – eight volunteers to assist with the control, preferably three male and three female to "shadow" the athletes (including warm-downs) prior to their tests. Some of these volunteers must be prepared and able to ski with the athlete if he/she chooses to do a warm-down.

More specific details will be provided to the OC by CCES if controls are planned for their event.

11.0 Awards Presentations

Awards should be presented on-site in consultation with the DEM. Ideally awards are presented at pre-announced intervals during the competition schedule and the availability of the unofficial category results (see Rule 355.1.1). If awards do not take place immediately after the finish of a category, racers should be allowed to cool down and change into dry clothes. If it is not possible to present the awards within 20 minutes after the competition, presentations should be scheduled for later in the day or in the evening at an attractive public community venue such as: the official hotel, education centre, a shopping mall, town hall, etc.

Formats for the presentation of awards are at the discretion of the OC as there are many different options, considering differences in facilities, venues and programming logistics. However, the following suggestions should be considered:

The normal order of awards presentation is as follows: 3rd place, 2nd place and 1st place. Categories should be presented as groups in turn, allowing for the greatest amount of camaraderie between skiers who have competed against each other. Senior NST members may be asked to assist in the medal presentation ceremonies of the younger age categories.

Category awards that include top 5 skiers will follow the same protocol, announcing the 5th placed skiers followed by the 4th placed skier, etc.

In situations where foreign skiers place within the top three of a category, presentation of the category prizes is first made to the "International Podium" to reflect the top athletes in the competition, regardless of national affiliation. This is followed by the Canadian Championship Medal presentation reflecting the top 3 Canadians in the competition.

Use of the FIS Fanfare is encouraged to provide focus to the medal ceremonies and can be found on the FIS web site: Event Organizers Guidelines <http://www.fis-ski.com/uk/mediamarketing/guidelines/marketingfisworldcupguid.html>

Presentations should be brief, the announcement to include the name of the category, athletes name, club, team and position.

Once the athletes have been announced and have taken their position on the podium, the name and affiliation of the presenter should be introduced followed by the awarding of the medals and prizes. Later, all winners can be assembled if the media choose to have a photo of the winners of all categories.

The Awards coordinator should prepare a blank ceremony list where the names of presenter, athletes and prize description can be written in immediately after each competition.

Evening awards presentation formats need to provide an incentive for all athletes to attend so that they will be inclined to honour their fellow competitors.

11.1 Medals/Trophies

National Medals and Awards

CCC medals and their engraving, including those for the CCUNC competitions, will be coordinated by CCC (for 1st, 2nd & 3rd place in all age categories and the Team Sprints). Responsibility: CCC

Cash Awards: The following individual open category cash award schedule is to be provided by the OC per race per gender: 1st - \$500; 2nd - \$300; 3rd - \$200; 4th - \$150; 5th - \$100;. Responsibility: OC

Note: The cash purse for the Pursuit event in the Open category will reflect the NorAm protocol for this style of race. The top 3 for the "time for each day" will receive: 1st - \$250; 2nd - 150; 3rd - 100. The Pursuit podium (order of finish after the 2nd race) will receive: 1st - \$600; 2nd - \$350; 3rd - \$250; 4th - \$200; 5th - \$100.

YOB aggregate awards will be coordinated by CCC. The top three (3) per YOB sub-category will receive merchandise awards provided by the OC. CCC will provide recognition plaques.
Responsibility: CCC & OC

For categories with a single entrant, recognition with a medal is normal but prize money (if offered) may be withheld.

Annual Senior Trophies. When feasible, these may be on site. Contact the DEM for details.

The Rolf Pettersen Memorial Trophy is to be awarded to the winner of the open men's long-distance competition.

The Hickory Wing Trophy is to be awarded to the winner of the open women's short distance competition.

The R.J. Devlin Trophy is to be awarded to the winner of the open men's short distance competition.

The Mary Anderson Trophy is to be awarded to the winner of the open women's long-distance competition.

*It is customary to present the trophy to the top skier in the competition. In the case of foreign skiers, his/her name will be engraved on the trophy followed by an asterisk * in addition to the name of the top Canadian.

The AltaGas Club Aggregate Trophy was introduced in 2018 and is presented annually to the Club that earns the most aggregate points at the Canadian Championships.

Annual Junior Trophies. When feasible, these may be on site. Contact the DEM for details.

The Muskoka Trophy for the challenge women's club Team Sprint winners.

The Pepsi Cola Trophy for challenge men's club Team Sprint winners.

Sofie Manarin Memorial Award is to be presented to the Aggregate winners of the Juvenile category. A cash bursary from the Sofie Manarin Foundation will be presented to both recipients.

11.2 The Canadian Championships Medals and Awards

CCC Canadian Championships medals will be given to the top three individuals in each category for each competition. It is recommended that other prizes be given to as low as the top five places. The top three teams in the Team Sprint categories (Club & mixed gender Division Team Sprint) will also get CCC medals, one for each team member.

As well, there will be recognition for the top 3 aggregate skiers in each of the YOB juvenile, junior and U23 sub categories. Finally, a number of annual trophies and awards are to be presented. The awards are described in 11.1. See Appendix A for Awards and Medals Grid.

It is the responsibility of CCC in cooperation with the OC to calculate the points for the various aggregate champions (individual Juvenile and YOB sub category, Club and Division) who will be named at the end of each Canadian Championships. It is strongly recommended that one person on the Organizing Committee or CCC be tasked with coordinating the calculations and ensuring that they are kept up to date. The running calculations are to be posted on the event web site after each race in order to promote interest in the aggregate championships and in order that final calculations can be done quickly to allow a timely announcement of the overall individual, Club and Division champions.

Athletes are eligible for the medals and awards (including cash) as per section 11.1 within the category in which they choose to compete, regardless of their age.

When junior men and junior women enter into combined categories, their results must be identified within the combined result list and sub-ranks provided for their category. Junior men and women are permitted to

compete for and accept the medals, awards and aggregate points in their official entry category. In addition they are also eligible to receive the medals and awards including cash prizes provided for the combined category.

If a Para-Nordic male/female declares on his/her official entry form that he/she is "racing out" in their appropriate age category, he/she will be eligible for medals, prizes and aggregate points attributable to that age category.

Not all competitors are eligible for all awards and points; refer to the Eligibility Section – 6.2 of this document for details.

11.3 Individual Aggregate Awards

All individual competitions will be used to calculate scores to determine the individual aggregate winners within each YOB sub-category. The top three athletes in each YOB sub-category will receive Individual Aggregate merchandise awards. Year of Birth should be shown in the reports supporting the Aggregate awards. Responsibility: OC – merchandise awards; CCC – recognition plaques

Scoring will be assigned to the top 30 places in all categories as per section 11.3.1 below. A skier accumulates points per each competition entered and finished within the Scoring Pool. A competition not entered generates no points.

For sprint competitions, final sprint results count in the calculations for the overall individual winners. See exception under CCUNC Aggregate Awards.

For the 2nd day of the pursuit competition, calculations will be done for both the "time for the day" and the pursuit final rank.

Total points will be reassigned for the purpose of determining YOB sub-category winners as per section 11.3.1 below. Athletes within a sub-category will be scored against one another.

For competitions in which an athlete "races up" outside of his/her age category, aggregate points will be awarded for the category in which he/she competes. This does not apply to a combined class situation where competitors remain in their pre-defined age categories and separate results by category are produced for awards purposes.

For CCUNC Aggregate Awards protocol see 11.6 below.

11.3.1 Scoring System

Only the results of skiers with Full Eligibility Status as per 6.2.1 will be used to calculate aggregate points. The "push down concept" (see 11.4) will be used to calculate Divisional Aggregate totals.

Scores will be based on the following World Cup scoring system for all aggregate awards in all able bodied categories:

1 st place	100 points	16 th place	15 points
2 nd place	80 points	17 th place	14 points
3 rd place	60 points	18 th place	13 points
4 th place	50 points	19 th place	12 points
5 th place	45 points	20 th place	11 points
6 th place	40 points	21 st place	10 points
7 th place	36 points	22 nd place	9 points
8 th place	32 points	23 rd place	8 points
9 th place	29 points	24 th place	7 points
10 th place	26 points	25 th place	6 points
11 th place	24 points	26 th place	5 points
12 th place	22 points	27 th place	4 points
13 th place	20 points	28 th place	3 points

14 th place	18 points
15 th place	16 points

29 th place	2 points
30 th place	1 point

For the Para-Nordic categories points will be awarded in each category based on a maximum score of 30 points as per the following calculations:

Para-Nordic Aggregate Scoring: Note: for 2019 PN Championships will be held in conjunction with the Haywood NorAm Eastern Canadian Championships. PN Points will be carried over from that competition for overall Club and Division Aggregate totals.

1 st place	30 points
2 nd place	29 points
3 rd place	28 points
4 th place	27 points
5 th place	26 points
6 th place	25 points
7 th place	24 points
Etc.	

11.3.2 Aggregate Award Tie Breaking

In the event of a tie, the overall winner(s) will be determined by the following protocol:

- 1) The skier with the greater number of 1st place finishes;
- 2) The skier with the greater number of 2nd place finishes if 1) does not produce a winner; and if 1) and 2) above do not produce a winner then a tie is declared and each skier has the right to call him/herself the overall champion*.

3) * The Sofie Manarin Award bursary is presented to the top juvenile boy and girl at the Canadian Championships. If the conditions of 1 and 2 do not result in a clear winner an alternate scoring mechanism will be used for the purposes of naming the award recipient. To determine the recipient of the Manarin bursary, the sum of the finish times of the individual starts (time for the day) plus the qualification time for the sprints of the tied skiers will be used to break the tie.

11.4 Divisional Aggregate Award

A Canadian Champion Division will be named based on the following scoring system:

Each Division to score best three placing in each age category to top 30.

Scoring will use the points system in 11.3.1 above.

The **push down concept** will be employed, i.e. if a fourth skier or more from the same division ranks in the top 30, those points will not be awarded to anyone.

Team sprints will not be counted for the Division Aggregate award.

All calculations of points are to be done by CCC and updated after each competition. A running total should be produced each day and the results posted on the event website. The final champion will be announced at the closing award ceremony.

The Division Aggregate Champion will receive a special recognition banner from CCC to acknowledge its performance. Responsibility: CCC

11.5 Club Aggregate Award

A Club Aggregate Champion will be named based on the following scoring system:

Points will be awarded for individual competitions, team sprints and relays.

For individual competitions, each Club will receive points for all club athletes in the top 30 of each category.

For Team Sprints, each Club may score up to four male and up to four female teams per official class. Points will be awarded per team, not per individual.

The points scored for team sprint results will be consistent with 11.3.1 i.e. 1st place team scores 100, 2nd place scores 80, etc.

All calculations of points are to be done by CCC, updated and posted after each race. A running total should be produced each day with the champion announced at the closing award ceremony.

The top 3 Club's at the Canadian Championships will receive a special recognition banner from CCC to acknowledge their performance. Responsibility: CCC

11.6 CCUNC Awards

There are five races in which individual athletes and teams can score points. These include the CCUNC Team Sprint, interval start classic, the pursuit start free (time for the day), pursuit overall rank and the sprint qualifier.

11.6.1 Points Calculation

Points are awarded to every CCUNC eligible athlete according to the table in 11.3.1 above for their position relative to CCUNC athletes. I.e. the best CCUNC position earns 100 points, the second 80 points, the third 60 points, and so on.

11.6.2 CCUNC All Canadian Awards

Overall standing will be calculated using each skier's best three of four individual competitions i.e. short distance, pursuit distance, pursuit overall and sprint qualification.

11.6.3 CCUNC Team Scoring

Team scores will be based on the following CCUNC events:

- All four individual point scores for each team in each of:
 - o Short distance Individual Start
 - o Middle distance Pursuit Start (time for the day)
 - o Pursuit Start (order of finish)
 - o Sprint qualification

In the event of a tie both skiers receive the same score for that place.

One time the team point score in the CCUNC Team Sprint. Only one team from each school will score.

Men's and women's teams are scored separately.

A team must enter an official team in the team sprint to be eligible for team standing in the overall results.

11.6.4 CCUNC Individual Scoring

Individual athlete points will be given scores accumulated for each CCUNC event as defined in the Points Calculation section above. The overall six (6) All Canadian men and women will be determined by summing the best three of four athlete's scores in the CCUNC individual races (excluding the Team Sprint).

Recognition Plaques and merchandise awards will be provided to the CCUNC All Canadians. In the case of a tie for 6th, both athletes will be provided an award.

Responsibility: CCC & OC

Notes:

1. CCUNC skiers can race either Senior Men/Women, or Junior Men/Women, (or Junior Boys/Girls where distances are the same as Open Men and Open Women).
2. The mass start competitions are not part of the CCUNC.

11.7 Other Awards

From time to time, other awards may be introduced by CCC or CCC sponsors (e.g. the xyz Canada Sprint Series). In these instances, prizes/awards will be provided by CCC or the sponsor. CCC will be responsible for calculating results. Details of such awards will be provided to the OC by the CCC DEM. No overall Sprint Series Aggregate prizes will be awarded for 2018.

Appendix A

To CCC Canadian Championships Technical Package

AWARDS Grid and Summary for the Canadian Championships**1.0 Club Team Sprint Merchandise Awards and CCC Medals – Day 6**

Club Challenge Boys - 1st, 2nd and 3rd place - 2G; 2S; 2B
 Club Challenge Girls - 1st, 2nd and 3rd place - 2G; 2S; 2B
 Division Challenge Mixed Gender TSp – 1st, 2nd, and 3rd place - 2 G; 2S; 2B

Club Open Men - 1st, 2nd and 3rd place - 2G; 2S; 2B
 Club Open Women - 1st, 2nd and 3rd place - 2G; 2S; 2B
 Division Open Mixed Gender – 1st, 2nd, 3rd place - 2G; 2S; 2B

Total Team Sprint CCC Medals: -12G; 12S; 12B

Total Team Sprint Awards: - 36

2.0 Individual Junior CCC Medals and Merchandise Awards

Class	Day 1	Day 2	Pursuit Overall	Day 4/5	Day 7/8	Aggregate Awards
Juv Boys	1-3	1-3	1-5	1-5	1-5	1,2,3 JV B1 & JV B2
Jr Boys	1-3	1-3	1-5	1-5	1-5	1,2,3 JB1 & JB2
Jr Men	1-3	1-3	1-5	1-5	1-5	1,2,3 JM1 & JM2
Juv Girls	1-3	1-3	1-5	1-5	1-5	1,2,3 JV G1 & JV G2
Jr Girls	1-3	1-3	1-5	1-5	1-5	1,2,3 JG 1 & JG 2
Jr Women	1-3	1-3	1-5	1-5	1-5	1,2,3 JW 1 & JW 2

Notes:

Pursuit overall, Sprint & mass start competitions - 1st, 2nd and 3rd places receive CCC medals and merchandise; 4th, and 5th places receive merchandise.

Individual “time for the day” competitions as part of the pursuit - 1st, 2nd and 3rd places receive CCC medals and merchandise

If “leader bibs” are awarded after each day of competition by age category then the aggregate leader in each race category after the final day of competition should be presented with a leader bib in recognition of his/her overall performance.

Aggregate YOB Sub-category awards: 1st, 2nd and 3rd places in each YOB sub category receive recognition, which could include cash or merchandise and plaque. (OC’s responsibility for cash/merchandise, CCC responsible for plaque/award).

Merchandise will also be provided for Para-Nordic competitions, dependent on the level of competition entry.

Total Individual Junior CCC Medals: - 30G; 30S; 30B
(CCC Responsibility)

Total Individual Junior Merchandise Awards (1-5 positions): - 138
(OC Responsibility)

Total Junior YOB sub-category Aggregate Recognition: - 12x1st; 12x2nd; 12x3rd
(Combined Responsibility)

3.0 Individual Open CCC Medals and Cash Awards

Class	Day 1	Day 2	Pursuit Overall	Day 4	Day 7	Aggregate
Open Men	1-3	1-3	1-5	1-5	1-5	1,2,3
Open Women	1-3	1-3	1-5	1-5	1-5	1,2,3
U23 Men						1,2,3
U23 Women						1,2,3

Notes:

For information, the merchandise awards for the Pursuit competitions (Day 1 & 2) will include top 3 skiers per category. The top 5 skiers in the Pursuit overall standings will also be recognized at the end of Day 2.

The other Individual competitions on Day 4 and 7 will receive (open men/women): 1st, 2nd and 3rd places receive CCC medals and cash; 4th and 5th places also receive cash. Cash awards are: 1st - \$500; 2nd - \$300; 3rd - \$200; 4th - \$150; 5th - \$100;

The cash & merchandise awards will be adjusted for the 2 day pursuit competition to recognize the top 3 each day and the overall winners (final rank) of the pursuit

Aggregate Open– 1st, 2nd and 3rd places receive recognition, which will include cash, merchandise and plaque. Cash awards are: 1st – \$250; 2nd - \$200; 3rd - \$150 (OC’s responsibility for cash/merchandise, CCC responsibility for plaque).

Aggregate U23 Men/Women: 1st, 2nd and 3rd places receive recognition, which will include cash, merchandise, and plaque. Cash awards are: 1st - \$150; 2nd - \$100; 3rd - \$75 (OC’s responsibility for cash/merchandise, CCC responsible for plaque).

CCC medals and merchandise will also be provided for Para-Nordic racers, dependent on the level of competition entry.

- Total Individual Open CCC Medals: - 10G; 10S; 10B
(CCC Responsibility)
- Total Individual Open Cash Awards: - \$10,000
(OC Responsibility)
- Total Aggregate Open Awards: - 2x1st; 2x2nd; 2x3rd
(Combined Responsibility)
- Total Aggregate U23 Awards: - 2x1st; 2x2nd; 2x3rd
(Combined Responsibility)
- Total Aggregate Cash Awards: - \$1,850
(OC Responsibility)

4.0 Para-Nordic Awards – To be Awarded at Eastern’s

Category	Day 1	Day 2	Day 3	
Para-Nordic Standing Men	1,2,3	1,2,3	1,2,3	
Para-Nordic Standing Women	1,2,3	1,2,3	1,2,3	
Para-Nordic Sit Ski Men	1,2,3	1,2,3	1,2,3	
Para-Nordic Sit Ski Women	1,2,3	1,2,3	1,2,3	

Note1: 1st, 2nd and 3rd places receive medals (CCC Responsibility) and merchandise. (OC Responsibility)

Note2: Championship medals are provided to the top finishers in a category regardless of the number of entrants.

5.0 Team Aggregate Awards

AltaGas Club Challenge Trophy plus Club Championship banner and recognition for 2nd & 3rd place clubs (CCC Responsibility)

Division Championship banner (CCC Responsibility).

6.0 CCUNC Awards

Championship Medals (1st, 2nd, 3rd) in each competition (team sprint & individual) for university competitions are the responsibility of CCC.


Merchandise Prizes for individual university medal winners are the responsibility of the OC.

Banners for overall Male & Women University Aggregate Championships are the responsibility of CCC.

Top six male and female All Canadian Awards are the responsibility of CCC.

The coordinator CCUNC should liaise through the DEM with the OC to ensure adequate provisions have been put in place to calculate and publish CCUNC results and Aggregate Awards.

CCC will liaise with the CCUNC sub-committee to work with the OC to confirm awards and affiliation.

Appendix B Canadian College and University Nordic Championships CCUNC ELIGIBILITY AUTHORIZATION Competition year _____						
To be authorized by the college/university registrar and received by CCC's DEM by Wednesday, March 6th, 2019 Send to: Dave Dyer - ddyer@cccski.com . Please use a second form if required for all eligible skiers.						
University/College: _____						
Coach:		Phone:		E-mail:		
CCUNC eligibility. The eligible athlete meets the varsity requirements of their institution, is enrolled in a minimum of 3 courses per semester for two semesters over the most current 12 month period and receives signed authorization from the school registrar and/or Director of Athletics. Graduate students and cooperative education students are eligible if they provide signed documentation as outlined above. Completed eligibility forms must be in the hands of CCC's DEM by the entry deadline, Wednesday, March 6th, 2019.						
Last Name	First Name	Gender	CCC License Number	College/University Course	Year of study	Enrolled in a minimum of 3 courses /semester –please check
Director of athletics or designate:		Signature:			Date:	
Print name:		Contact email:			Date:	
Registrar or designate:		Signature:				
Print name:						