**CHECKLIST (master)**

**FOR**

**TEAM CAPTAINS' MEETING**

|  |  |  |  |
| --- | --- | --- | --- |
| *ICR ART.* | *AGENDA* | *CONTROL* | *NOTES* |
| 216/218 | **1. Welcome/Introduction/Roll Call/Attendance List/Agenda** | 1 | 2 | 3 | FIS form Attendence |
| 2012.3.6 | **2. Approval of minutes of the last meeting** |  |  |  | FIS form |
| 2012.3.1 | **3.1 Technical Section** |  |  |  | 3065.1 |
| 3032/3033 |  Appointment of Jury (TD, Head Judge, Chief of Competition) |  |  |  | 3030.4 / 3033.1 / 3020.2.1 |
| 3034 |  Appointment of Competitor Committee |  |  |  | 3034.1 |
| 3034.2 |  Appointment of jump shapers / air bump shapers |  |  |  | 3034.2 |
| 3045.3 |  Introduction of the Judges |  |  |  | 3045.3.2 |
| 2016 |  Selection of forerunners |  |  |  |  |
|  |  Classification / Quotas - WC and COC |  |  |  | 3046 / 4007 / FIS Office |
| 217 |  Updating of entries |  |  |  | Quota (WC / FIS)3035.2.4 |
| 219/3043.7 |  Draw |  |  |  | 3043.7.2 / 3043.7.4 / 4008.4 |
| 3036 |  Wearing of start numbers |  |  |  | 4002.1.5.5 /4101.1.5.5 |
| 3050 |  Rules for protests (15') |  |  |  | 3032.3.3/ 3035.1.1/3032.3.3 |
|  |  Start list for Elimination’s and Finals |  |  |  |  |
| 3020.2.1 |  Report of the day by the O.C. |  |  |  |  |
| 210/211 |  Report by the Technical Delegate |  |  |  | 3030.6./ 3030.7.1 / 230 |
|  |  Report by the other members of the jury |  |  |  |  |
|  | **3.2 Course Dimensions**  | **Length (m)** | **Width(m)** | **Angle()** |  |
|  | Start Area |  |  |  |  |
|  | Course |  |  |  |  |
|  | Finish Area |  |  |  |  |
|  |  |  |  |  |  |
| 216 | **3.3 Review of the intended program (good or bad weather)** |  |  |  | 3032.3.2 |
|  |  - Weather forecast |  |  |  |  |
|  |  - Orientation of the courses in the area |  |  |  |  |
|  |  - Inspection of the course |  |  |  |  4102.1.4.3 / 4202.1.4.2 |
|  |  - Course preparation |  |  |  |  |
|  |  - Medical services |  |  |  | 4002.1.5.4 / 4202.1.5.4 |
|  |  - Training Times |  |  |  |  |
|  |  Proposals of Team Captains |  |  |  | 3035 |
|  |  - Jury meeting at start or at finish |  |  |  | 3065.4 / 4002.1.4.3 |
|  |  Competition Program |  |  |  |  |
|  |  - First run on lift |  |  |  | 4002.1.3./ 33030.5.2 |
|  |  - Official Training |  |  |  | 4102.1.5.6 / 4202.1.5.5 |
|  |  - Start Time of Elimination’s |  |  |  |  |
|  |  - Training for Finalist |  |  |  |  |
|  |  - Start Time of Finals |  |  |  |  |
| 3045.2 |  - Official Results |  |  |  | 3032.2.3 |
| 225 |  - Time and place of prizegiving |  |  |  | 3054.4 |
|  | **4. Administrative Section** |  |  |  |  |
| 223/228 |  Accrediting of teams, officials, press, radio, TV, etc. |  |  |  |  |
| 3012.2 |  Lodging, meals, refreshments |  |  |  | WC and COC regulations |
|  |  Issuing and returning of bib numbers |  |  |  |  |
|  |  Official statements/notice board |  |  |  |  |
|  |  Mailbox at the race office |  |  |  |  |
|  |  Parking/lift facilities |  |  |  |  |
|  |  Opening hours of the race office |  |  |  |  |
|  |  Check on radio sets  |  |  |  |  |
|  |  Next meeting |  |  |  |  |
|  | **5. Miscellaneous** |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Checklist TC.doc/18.10.04