

# CHECKLIST FOR TEAM CAPTAINS' MEETING



SNOWSPORTGB

ICR ART.	AGENDA	CONTROL			NOTES
		1	2	3	
216/218	<b>1. Welcome/Introduction/Roll Call/Attendance List/Agenda</b>				FIS form
603.3.7	<b>2. Approval of minutes of the last meeting</b>				FIS form
603.3.1 603.4 605 607  217 704 219/621 608.1 617.2.2  210/211/230  216/704/804          225/618	<b>3. Technical Part</b> <ul style="list-style-type: none"> <li>• Appointment of jury</li> <li>• Appointment of course setters</li> <li>• Ratification of forerunners</li> <li>• Classification WC and COC</li> <li>• Updating of entries</li> <li>• 1st training list and others</li> <li>• Drawing of lots</li> <li>• Wearing of start numbers</li> <li>• Rules for protests (15')</li> <li>• Start list of 2nd run</li> <li>• Report of the day by the O.C.</li> <li>• Report by the Technical Delegate</li> <li>• Report by the other members of the jury</li> <li>• Review of the intended programme (good or bad weather)                             <ul style="list-style-type: none"> <li>- Weather forecast</li> <li>- Orientation of the courses in the area</li> <li>- Inspection of the course</li> <li>- Course preparation</li> <li>- Medical services</li> <li>- Training course</li> </ul> </li> <li>• Proposal of team captains</li> <li>• Final programme                             <ul style="list-style-type: none"> <li>- First run on lift</li> <li>- Jury meeting at start or at finish</li> <li>- Time and place of prizegiving</li> </ul> </li> <li>• Distribution of radio equipment (Jury)</li> </ul>				603.4.9.1 WC and COC list  FIS Office Quota (WC/COC/FIS) 621.7 603.4.6/621.9 630.1.4 640 621.10  603.4.9/608.4  904/1004       603.4.6.1 603.3.9 803.2   603.4.10 603.4.9.3 6034.8
223/228	<b>4. Administrative Part</b> <ul style="list-style-type: none"> <li>• Accrediting of teams, officials, press, radio, TV, etc.</li> <li>• Lodging, meals, refreshments</li> <li>• Issuing and returning of start numbers</li> <li>• Official statements/notice board</li> <li>• Re-imbursments</li> <li>• Mailbox at the race office</li> <li>• Clothing check</li> <li>• Parking/lift facilities</li> <li>• Opening hours of the race office</li> <li>• Check on radio sets (PTT)</li> <li>• Next meeting</li> </ul>				WC and COC regulations          702.4
	<b>5. Miscellaneous</b>				