



## **Canadian Hosting Policy**

### **Canadian Biathlon Championships, Eastern Biathlon Championships and Western Biathlon Championships**

Updated: October 2, 2019

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## **FOREWORD**

The Canadian Biathlon Championships (“Nationals”) is the pinnacle event of the Canadian biathlon season. Biathletes from Coast to Coast to Coast gather in a single location to compete and celebrate the season.

The standard of hosting Nationals is high and the purpose of this document is to establish the standards and policy for the hosting of and participation in Nationals, as well as the Eastern Biathlon Championships (“Easterns”) and the Western Biathlon Championships (“Westerns”).

All organizations and persons involved in hosting or conducting Nationals, Easterns or Westerns must conform to the stipulations of this Hosting Policy.

This policy will be updated from time to time to reflect Biathlon Canada athletes, coaches, and officials development needs.

# 1. GENERAL

## 1.1. ROLES

**Biathlon Canada**, as the sport governing body, is responsible for ensuring that the required standards for conducting Nationals, Easterns, Westerns and other major domestic events are met. A Biathlon Canada staff or Board member will be designated as the main liaison for the championships and will be the principal point of contact for the Organizing Committee.

The designated Biathlon Canada liaison shall be involved in all major decisions in collaboration with the Organizing Committee and the Technical Delegate.

The following organizations and persons are established, elected or appointed to organize, biathlon events and competitions:

- the Organizing committee;
- the Jury of appeal;
- the competition jury(ies);
- the Technical Delegate(s) and National Referees.

The **Organizing Committee (“OC”)**, as host of the event, is responsible for ensuring the standards outlined in this policy are upheld. The right to host an event or competition is awarded to a Division who supports the Club/Hosting Society/or itself as host of the event. The host must establish an OC to organize and conduct the event in accordance with this Policy and the applicable IBU event rules, and it will follow the principle and intent of the IBU OC Guidelines about all aspects of hosting an event.

The **Technical Delegate (“TD”)** is appointed by Biathlon Canada and is responsible for conducting the necessary inspections and meetings with the OC to ensure proper preparations. The TD will be chairperson of the competition jury or juries for the event. The TD will be responsible for directing the National Referees (“NRs”) during the event.

Biathlon Canada, the Organizing Committee, and the TD will work together to make major decisions and to ensure the event meets the needs of the Canadian biathlon community.

The **Division Representative (“Division Rep”)** is an individual who is appointed by each Division and is attending Nationals. This individual is the main point of contact and liaison between the Division and the OC. For example, the Division Rep will submit Division relay teams and allocate their Division’s wax cabin and zeroing lanes etc. This individual must be appointed prior to the Team Captain’s Meeting. \*Nationals Only\*

## **1.2. APPLICATION OF THIS POLICY**

This Policy shall apply fully for the hosting of Nationals, Easterns and Westerns, unless otherwise authorized by Biathlon Canada. When a host bids for an event to which this Policy applies, the host agrees to abide by this Policy.

## **1.3. RULES**

Current International Biathlon Union (IBU) Event and Competition Rules will apply for all aspects of the event unless otherwise stipulated in this Policy. In cases where no specific rule exists for a situation and it is not covered in this Policy, the principle or the intent of the IBU Rules or what is reasonable for domestic competition will be used to resolve the situation.

## **1.4. INTENT AND NATURE OF EVENTS**

### **1.4.1. Canadian Biathlon Championships**

Nationals are intended and designed to provide a national competitive forum to determine the Canadian Champions in each class and type of competition. Nationals may not be combined with any other events except the North American Biathlon Championships. Nationals shall alternate East and West in an annual sequence, unless there is an overriding reason to vary the sequence. Such an exception shall be decided by Biathlon Canada staff as required.

### **1.4.2. Eastern and Western Championships**

Easterns and Westerns are regional events and are intended to establish eastern and western champions and to act as a stepping-stone towards Nationals. While the division between East and West is nominally the Manitoba/Ontario border, there is no geographic restriction on entries for either of these regional championships.

## **1.5. SANCTIONING OF EVENTS**

Nationals, Easterns and Westerns are under the jurisdiction of Biathlon Canada. Therefore, no event or competition held in Canada may be titled the Canadian Biathlon Championships, the National Biathlon Championships, the Eastern Biathlon Championships or the Western Biathlon Championships, or any variation of those names, unless it has been sanctioned by Biathlon Canada.

## **1.6. ELIGIBILITY TO HOST**

Any Division/Club/Hosting Society member of Biathlon Canada in good standing is eligible to bid to host Nationals, Easterns or Westerns. The OC must have the support and sanctioning of the Division in which they reside in order to be considered. Easterns is restricted to those Divisions that are east of the Ontario/Manitoba provincial boundary, and for the Westerns those which are west of the same boundary. Detailed instructions for bids, bid processing, awarding the right to host and conditions for hosting are stipulated later in this Policy.

## **1.7. EVENTS FREQUENCY AND TIME FRAME**

### **1.7.1. Canadian Biathlon Championships**

Nationals shall be held once annually. The specific dates shall be set by Biathlon Canada in consultation with the OC and will be confirmed to OC no later than nine months prior to the event.

### **1.7.2. Eastern and Western Championships**

Easterns and Westerns shall each be held once annually. The specific dates shall be set by Biathlon Canada in consultation with the OC and will be confirmed to the OC no later than nine months prior to the event.

## **2. CLASSES AND TYPES OF COMPETITIONS**

### **2.1. CLASSES OF COMPETITORS**

The Classes of Competitors detailed in Annex A are established for all domestic events under Biathlon Canada jurisdiction.

### **2.2. TYPES OF COMPETITIONS**

#### **2.2.1. Canadian Biathlon Championships.**

All IBU competition types are authorized for Nationals. Nationals normally consists of four separate competitions for each Class of Competitor. It must include both Sprint and Relay competitions for all Classes of Competitors. An additional two competitions will be decided year to year by the OC in discussion with Biathlon Canada.

#### **2.2.2. Eastern and Western Canadian Championships.**

Easterns and Westerns will be comprised of two competitions for each Class of Competitor.

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All Competition types and Relay formats will be decided year to year by Biathlon Canada staff in discussion with the OC.

## **2.3. COMPETITION SPECIFICATIONS**

The distances and shooting bouts for each type of competition for each Class of Competitor are detailed in Annex A-1.

### **2.3.1. Special Canadian Rules**

The rules for Pursuit and Relay competitions for use in Canada can be different from the IBU rules. The following are the differences in the rules for these two competitions that are to be used at Nationals, Easterns and Westerns.

Biathlon Canada reserves the right to adjust all competitions as needed in consideration of changing needs of facilities, weather, numbers and composition of competitors and teams.

### **2.3.2. Relay Rules**

All Relays:

- a. For mixed relay teams, the gender that starts the Relay will alternate year to year. Women will start in odd years, men in even years.
- b. Official Teams must be comprised of athletes from a single Division. The Division Rep will choose and submit the Divisional team entry(ies).
- c. Space permitting, Unofficial Teams may be entered.
- d. Unofficial Teams will be placed in the starting grid after Official Teams.
- e. Unofficial Teams are not restricted in their composition and are encouraged to allow maximum participation.
- f. When possible, the organizer will have each Relay team shoot at the firing point as defined by the IBU Rules (8.2.1).
- g. When possible Men/Women and Junior Men/Women should be in the same start group.
- h. Mixed relays may have 2 or 4 team members. Single gender relays may have 2, 3, or 4 team members.
- i. Two person relays are preferred to increase the competitiveness of smaller or developing divisions and to increase the number of official teams.

### The Single Mixed Relay:

- j. Individual athletes will comprise a team that has been composed from each of the following paired Classes: Men/Women, Junior Men/Women, Youth Men/Women, Senior Boys/Girls.

### The Mixed Relay:

- k. Individual athletes will comprise a team that has been composed from each of the following paired Classes: Men/Women, Junior Men/Women, Youth Men/Women, Senior Boys/Girls, Master Men/Women 35 and Master Men/Women 50; of two men and two women, or one man and one woman.

### 2.3.3. Pursuit Competition Rules

The Pursuit competition will be conducted with a fixed five-second interval between Competitors, with the start order based on the designated qualifying competition from the same event. The cumulative five-second gaps between competitors in each class are the handicaps that must be overcome in order to win the competition. Athletes who have not taken part in, or who did not successfully complete, the qualifying competition may compete in the Pursuit Competition as unranked entries.

- a. Unranked entries will start after all qualified entries.
- b. The unranked entries will be grouped together, and a random draw will be performed under the supervision of the TD to determine the order in which they will Start, and their starting lane assignments.
- c. The unranked entries will be placed in the starting lanes behind the ranked entries.
- d. The unranked entries will start, in a modified simultaneous start, using the same Pursuit starting lanes that have been established for the ranked entries. This may necessitate 'stacking' the unranked entries within the existing starting lanes rather than creating additional starting lanes beyond the number required, under the IBU Rules, to accommodate the ranked entries.
- e. The start time for the unranked entries will be five seconds after the start time of the last ranked entry.
- f. The start time of the unranked entries represents the handicap that they must overcome in order to win the competition. In order to win, an unranked entry will have to cross the finish line ahead of all the other ranked and unranked entries in the class.

- g. The unranked entries are individually responsible to start on or after their official start time and are subject to the same rules and penalties as all other competitors in a Pursuit competition.

### **3. INVITATIONS AND EVENT PROGRAMS**

#### **3.1. INVITATIONS**

The OC is responsible for the production and the distribution of the Event Invitation to all Divisions and to Biathlon Canada in both official languages, at least three months prior to Nationals and two months prior to Easterns or Westerns. The appointed TD and Biathlon Canada must approve the Invitation for release. For Nationals, the TD and Biathlon Canada must receive the first draft of the Invitation four months prior to the Event. The Invitation must include the following information:

- a. Event name, dates, location and organizer
- b. Types, dates and timings of competitions
- c. Team Captains' Meetings and Draw locations and timings
- d. Location of competition site (including a map)
- e. Stadium plan, course map and profiles
- f. Facility inspection and training information
- g. Registration and entry forms
- h. Amount of registration fee and banquet cost
- i. Registration deadlines
- k. Available accommodation details and cost
- l. Travel information (with a map if necessary)
- m. Local transport arrangements
- n. Restaurant or meal arrangements information
- o. Organizing Committee contact information; phone, email, website
- p. Other necessary or special information

When possible, the OC should post on the Biathlon Canada website, in advance of the invitation; the competition dates, hotels and any other available information for team and athlete logistical preparation.

### **3.2. EVENT PROGRAMS**

Suggested activity programs for various events are listed below. The suggested programs may be modified as necessary but must be approved by the TD and Biathlon Canada before they are published in the event invitation.

#### **3.2.1. Canadian Biathlon Championships Program**

Normally Nationals consists of four competitions.

Example:

Day One: Arrival/Unofficial Training

Day Two: Official Training

Day Three: Competition 1

Day Four: Competition 2

Day Five: Official Training

Day Six: Competition 3

Day Seven: Competition 4 - Relay

After registration is complete, the OC, in cooperation with the TD and Biathlon Canada may modify the program in order to best manage the number of registered participants.

\* Either the Individual or the Sprint competition may be a qualifier for the Pursuit and must be indicated on the invitation.

##### **3.2.1.1. Daily Competition Schedule -**

The OC, in collaboration with the TD and Biathlon Canada, will establish the daily schedule and timing of training, competition, zeroing.

##### **3.2.1.2. Official Training**

For Official Training, the daily schedule must be the same as used for a competition, as stipulated in the IBU rules. The facility must be fully prepared and set up exactly as it would be for the Competition day. During the first Official Training period, the OC, in conjunction with the TD, will establish a voluntary Preliminary Equipment Inspection Station, to record the full serial number of rifles and to make available trigger weight testing for those who want it. It is up to each athlete and team to decide whether to avail themselves of the Preliminary Equipment Inspection.

##### **3.2.1.3. Team Captains' Meetings**

The first Team Captains' Meetings will normally be scheduled on the day of unofficial training at a convenient time and location.

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#### 3.2.1.4. Eastern and Western Canadian Championships

Normally Easterns and Westerns consists of two competitions:

Friday: Arrival & Official training

Saturday: Any type of authorized competition

Sunday: Any type of Authorized competition

## 4. PARTICIPATION, REGISTRATION AND FEES

### 4.1. ELIGIBILITY TO COMPETE

If correctly registered and entered, any Registered Participant of Biathlon Canada, who is in good standing, may compete in a Biathlon Canada event. Competitors must be prepared to demonstrate proof of athlete membership for the current year; have in their possession, and be able to show upon request, their PAL or Minor's License; comply with Canadian firearms laws and their provincial/territorial firearms regulations; and coaches and team support staff who are handling rifles must be licensed under the Firearms Act. For Nationals, a competitor must have a Responsible Coach endorsement.

Biathlon Canada reserves the right to authorize participation of individuals/teams from other nations on a case-by-case basis. These individuals/teams must have endorsement from their National Federation, in addition to their [Non-Resident Firearm Declaration](#) (form RCMP 5589). More information: <http://www.rcmp-grc.gc.ca/cfp-pcaf/fs-fd/visit-visite-eng.htm>

Within a given Biathlon Canada membership year, once having registered as a member of a Division or Club, no competitor may seek to represent a different Division or Club at any Biathlon Canada sanctioned event unless that competitor has been specifically permitted to do so by the Division or Club in which he/she was first a member.

In addition to the requirement for Competitors, all coaches must be Registered Participants, and members in good standing of Biathlon Canada, their Division and Club; and hold National Coaching Certification Program (NCCP) Make Ethical Decisions Certification.

#### 4.1.1. Citizenship

A Competitor must be a Canadian citizen or a Permanent Resident of Canada in order to be eligible to be a medalist in a Biathlon Canada sanctioned event. A Canadian citizen with dual citizenship may participate and will be eligible for medals if properly registered. Other nationalities may participate but are not eligible for medals. Competitors must be prepared to demonstrate their eligibility by showing a birth certificate, passport or Canadian Permanent Resident Card. Any competitor that is registered who is not a Canadian Citizen or Permanent Resident of Canada must

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identify themselves to the OC in order to help avoid the inadvertent awarding of a medal to a Competitor who is not eligible. Should a Competitor who is not a Canadian citizen or permanent resident place in the top three, they shall be recognized at the flower and award ceremony.

#### 4.1.2. Residency.

Biathlon Canada does not have a residency policy regarding which Division or Club a competitor represents at a Biathlon Canada event. However, all competitors must be able to demonstrate membership in the Division or Club that they register with.

#### 4.1.3. Appropriateness of Competition Class.

For all competitions covered by this policy, except for Relay competitions and the Masters Classes, competitors may compete only one Class higher than their age-determined Competitor Class. The IBU rule that requires a Competitor to compete only in a single Class for the duration of an Event is not applicable to events conducted under this policy.

#### 4.1.4. Para Nordic Standing Athletes

Para Nordic standing athletes are welcome to compete. Para-biathletes will be supported by their Division, Club or the National Para team. Standing para-biathletes who wish to participate at Nationals should contact Biathlon Canada before the registration deadline to ensure we can prepare accordingly with the OC and Para Nordic. Para-biathletes may choose a competition category appropriate to their LTAD needs regardless of age. i.e. compete down categories. If a para-biathlete competes down their result will be unofficial. Para-Nordic remains under Nordiq Canada's banner.

## **4.2. ABILITY TO COMPETE**

Any Competitor for any Biathlon Canada event tacitly guarantees that Competitor is fully able to compete at the national level. This tacit guarantee includes consideration of the circumstances of Senior Boy and Senior Girl aged athletes wishing to enter Youth category competitions. This requirement is based on the need for a complete understanding by all parties of the specific developmental changes from non-carry to carry classes. Each registered participant at Nationals must have the approval of a Responsible Coach who has a minimum certification of Competition Introduction. The process for the Responsible Coach to provide their approval is outlined in the Registration section.

#### 4.2.1. Age limit

No one younger in age than Junior Boys/Junior Girls will be permitted to register for Nationals.

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### 4.3. PARTICIPATION QUOTAS

#### 4.3.1. Canadian Biathlon Championships

Biathlon Canada reserves the right to limit participation numbers, if necessary.

#### 4.3.2. Eastern/Western Canadian Championships

No quota for participation is set for the Easterns or Westerns at this time. However, if an organizer wishes to limit the participation numbers of competitors or team staff in any way, those limits must be expressly stipulated in the invitation and must be approved by Biathlon Canada.

### 4.4. REGISTRATION

#### 4.4.1. Canadian Championships

Requirements for registration approval:

- Canadian firearms permit:
  - Competitors must have their own, valid Canadian Firearms Licence (Minor's Permit or Possession Acquisition Licence).
- The competitor must identify a Responsible Coach who can certify that the competitor is able to compete in a safe and meaningful manner and who is Competition-Introduction certified or higher and has a Biathlon Canada coach membership:
  - Responsible coaches are not required to be the athlete's primary coach, nor attend nationals.
- The competitor, the Responsible Coach, and all coaches and staff attending nationals must be members in Good Standing:
  - All registered competitors/coaches and staff must be members of and in good standing with Biathlon Canada, their division, and their club.
  - Competitors require an "athlete" membership with Biathlon Canada.
  - All staff and registered and Responsible Coaches must have a "coaching membership" with Biathlon Canada. The coaches must also have Making Ethical Decisions certification.

Registration Process:

- The registration process will open at least two months prior to the event start date.
- All athletes and coaches must be registered no later than one month before the event start date.
- Registration will be public so that Coaches, Divisions, Biathlon Canada and the OC can monitor and flag any issues as needed.
- Once registration has closed, Biathlon Canada, Divisions, Clubs, and Coaches will have seven days to check the registration and confirm its accuracy.

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- Biathlon Canada will check that all registered athletes and Responsible Coaches have a membership with Biathlon Canada.
- Biathlon Canada will check that registered athletes and Responsible Coaches are in good standing with Biathlon Canada (no current or pending disciplinary rulings, no doping violations etc.).
- The day after the close of registration, Biathlon Canada will send a list of registered athletes and Responsible Coaches to each Division.
- The Division will check that registered athletes and Responsible Coaches are in good standing at the Divisional level (no current or pending disciplinary rulings etc.)
- The day after the close of registration, Biathlon Canada will send each Responsible Coach a list of their athletes.
  - The Responsible Coach must check that all athletes on the list have been approved by them and provide certification through a form provided by Biathlon Canada that those athletes are able to compete in a safe and meaningful manner.
  - If a Responsible Coach has any issues with certifying the ability of any of their athletes, they should discuss the issue with the relevant parties and inform Biathlon Canada of the issue as soon as possible and before the seven day deadline.
- If the Division identifies an issue with that athlete’s “standing” with the organization, they should raise the issue to Biathlon Canada for a determination.
- If the Division identifies an issue around athlete safety/ability, they must discuss the issue with the athlete’s Responsible Coach.
- Once the seven day period has passed, Biathlon Canada and the OC will compile, confirm and post the participant list three days later.

#### 4.4.2. Eastern and Western Canadian Championships

Registration for Easterns and Westerns may be made by Divisions, clubs, or individual competitors. If the OC wishes to set specific deadlines for registrations, those dates must be stipulated in the Invitation.

#### **4.5. REGISTRATION FEES**

The registration fee(s) will be set by the OC in consultation with and approved by Biathlon Canada. The proposed fee structure must be included in the bid document. After approval by Biathlon Canada, the fee structure must be indicated in the Invitation. The recommended range for fees is \$30 - \$45 per Competition. All participants must pay the registration fees as set.

### **5. HOSTING STANDARDS AND REQUIREMENTS**

Unless otherwise authorized by Biathlon Canada, the hosting organization must meet the following requirements.

## 5.1. ORGANIZATION

The OC should be set up in general conformity with the IBU Rules and the IBU Organizer's Guide and must have sufficient numbers of officials to conduct the event in an efficient and orderly manner.

A suggested standard of technical expertise for Nationals, Easterns and Westerns is the following:

Chairperson of the Event: No mandatory qualification level, but the Event Chairperson cannot also be the Competition Chief.  
Competition Chief – National Championship: Leader  
Competition Chief – Easterns/Westerns: Advanced  
Chief of Course: Advanced  
Chief of Range: Advanced  
Chief of Results & Timing: Advanced  
Chief of Stadium: Advanced  
Competition Secretary: Advanced

All other officials who themselves have supervisory responsibilities should hold at least a Biathlon Canada Entry qualification.

## 5.2. COMPETITION FACILITY

The competition facility for all Biathlon Canada events should conform to the IBU Rules but, in recognition of the developmental aspects of Biathlon, particularly in new communities, Biathlon Canada will normally authorize reasonable exceptions. However, the following requirements are the minimum acceptable standards:

### 5.2.1. Range

There must be 24 mechanical targets on a firm and level surface, firing lanes 2.75 – 3.0 meters wide, marked lanes, wind flags, safe/good access/exit (left to right) and a penalty loop within 60 m proximity of the range. The shooting ramp must be large enough to accommodate the anticipated number of competitors, coaches and officials, and there must be sufficient rifle racks and space to address both the needs of the athletes during zeroing, and, for those competitor classes that do not carry rifles, space for each non-carried rifle at the entrance to the range.

### 5.2.2. Course

There must be sufficient loops to conduct the required competitions, general conformity with IBU Rules specifications, and no dangerous portions.

### 5.2.3. Stadium and Central Area

The stadium must be well configured to provide good spectator viewing, with adequate space for Start and Finish (preferably together), a Relay Hand-Over Zone (required for Nationals), and a Simultaneous Start area (when required for the

Event). There should be a designated results area (posted paper or electronic) to allow teams and spectators to easily view results.

#### 5.2.4. Warm-up Trail

A trail approximately 600 m long trail prepared the same as the competition course, with access from the central area must be available.

#### 5.2.5. Team Shelter/Wax Cabin

Team/athlete shelter/area (buildings/heated industrial tent) shall be provided and, when possible, not more than 300 meters from the stadium. The shelter must be equipped with power, lights, heat and ventilation, it must be clean and have healthy air quality. It must be large enough to provide shelter for all competitors/coaches. Wax cabins are not permitted to be used as Team/athlete shelters.

Team wax cabin (building or tent) will be allocated on a one per team basis if possible. The wax cabin/tent/room can be an open concept with each team having a designated area. The wax cabins should be not more than 300 meters from the stadium. The OC must ensure appropriate ventilation. The Wax Cabin Safety Notice, Annex B, must be posted in each team wax cabin and must be enforced.

#### 5.2.6. Timing Systems

A system meeting all the IBU and Biathlon Canada adjusted specifications for the format and content of competition documents, including but not limited to Start Lists, Results, and relay formats must be used. Electronic timing devices/data entry devices (such as Summit Timers) must be used to gather timing data from the Start and Finish, and the Penalty Loop. The secondary and tertiary start and finish timing data may be manually gathered, but it must be used as a verification reference within the Results production process. The use of chip (transponder) systems for the identification of competitors is encouraged, as well as the use of live timing/instant finish results. Course timing data (including Ski and Range times) must gathered, but the course data must be compiled, and the resulting information must be integrated into the Results production process. Video recording equipment must be used, as directed by the TD, to cover the Start Line, Finish Line, Penalty Loop, and the range exit rifle rack for non-carriers. Results must be based on timing to the nearest 1/10 of a second.

#### 5.2.7. Parking

There must be sufficient parking space for the vehicles of spectators, competitors and staff within 500 meters from the stadium site, or adequate, organized shuttle transport must be provided.

#### 5.2.8. Toilets and changing facilities for Competitors and Team Staff

The OC must provide at least one indoor or outdoor toilet per 40 people with hand sanitizing capabilities, within 100 meters of the central area must be provided for

volunteers, competitors and team staff and spectators. Separate facilities should be provided for spectators if possible. At least one (if private, otherwise one per gender) accessible washroom that is heated, must be provided.

Change areas with privacy must be provided for athletes. If there is not multiple individual change areas (preferred) there must be one group Women, one group Men and one individual change area provided.

#### 5.2.9. Spectator Services

Services for spectators, such as a concession area and a warming area, should be provided if possible.

### 5.3. MEDICAL

A suitable vehicle or snowmobile with a toboggan must be on the competition site for casualty evacuation. If a competition physician is not available, a first-aid trained person must be designated for that role. The organizer must arrange onward evacuation from the stadium to a medical facility by ambulance, designated suitable vehicle or helicopter.

### 5.4. DOPING CONTROL

Space for doping control, to meet the needs of the Canadian Centre for Ethics in Sports (“CCES”), which include dedicated toilets, must be arranged by the OC.

### 5.5. CONTINGENCY PLAN

The OC must develop a feasible contingency plan, in cooperation with Biathlon Canada, on how to deal with adverse snow and temperature conditions. The plan may include a reserve site, reserve snow storage or an arrangement for transporting snow to the site.

### 5.6. TRANSPORTATION AND ACCOMMODATION REQUIREMENTS

Local transportation and accommodation conditions are normally not controllable by the organizers; however, acceptable standards must be available for the conduct of Biathlon Canada events. The assessment and decision about acceptability of conditions will be made by Biathlon Canada.

#### 5.6.1. Transportation

Ideally, the host community would be serviced by major airlines and should be within a short drive of the competition site. Transport between the competition facility and accommodation, and between the airport and accommodation, on a group basis, must be considered by the organizers. Information about travel to and from the community, arrangements for travel between the competition site and accommodation, and the

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availability of rental vehicles must be investigated by the organizers and disseminated with the Invitation.

#### 5.6.2. Accommodation

Sufficient accommodation space must be available within a 30-km distance from the competition facility to house all competitors, team staff, out-of-town officials and official visitors. Standards must be generally acceptable for cleanliness and services; however, multiple occupancy rooms are permitted. The OC should make all efforts to negotiate a reasonable group rate at local accommodations. An eating facility, commercial or otherwise, must be located within 1 km of the accommodation. If requested by Biathlon Canada, the organizer will reserve suitable accommodations for official Biathlon Canada purposes, at Biathlon Canada's expense.

### 5.7. BIB SETS

Along with regular competition bibs, leg numbers (minimum of one, which must be placed on the right thigh) are required for Nationals. The OC must also provide a proper set or sets of relay bibs if Relay Competitions are being held.

## 6. RESULTS, AWARDS, SOCIAL AND CEREMONIAL FUNCTIONS

### 6.1. RESULTS

Results for all Biathlon Canada events shall be produced in accordance with the IBU rules. All results for all Competitions shall be sent to the addresses separately specified by Biathlon Canada and posted on the web site identified by the Organizing Committee in the invitation for the Event, within one hour of the posting of the Final Results of each of the Competitions. When there are concurrent events, e.g. Nationals and the North American Biathlon Championships, separate results must be produced and posted for each Event.

### 6.2. AWARDS AND PRIZES

#### 6.2.1. Canadian Biathlon Championships

Awards are subject to approval by Biathlon Canada. They must include medals and can be supplemented by trophies, plaques or other suitable prizes. The medals must be appropriate in quality for Nationals and the design must be approved by Biathlon Canada. A medal must be presented to the top three eligible Competitors (see Note 1 below) in each Class of Competition. Medals must either be engraved with, or have printed on them, the following:

- a. Canadian Biathlon Championships
- b. Class and type of competition (i.e., Men's 20 km Individual), and placing

c. Municipality and Province

d. Year

Medals will be awarded to the top three places of all categories. Official relay teams are comprised of competitors from one Division. Relays will be awarded to official teams first by order of finish and second by Divisional order of finish (if it differs).

In Youth and Sr. Boy/Girls categories the fourth to sixth placed competitors will also be recognized during the awards ceremonies with a printed certificate.

Prizes (as distinct from Medals) may also be given at the discretion of the OC. Awards or Prizes for various reasons such as sportspersonship, ski speeds, shooting scores etc. are also permitted. If shooting scores are awarded ski time must also be awarded.

Top three non-Canadian competitors must be appropriately recognized for their accomplishments at the awards ceremony and be invited to the podium to be given guest awards, medals or other suitable tokens, as decided by the OC.

The cost for all awards (other than aggregate) must be borne by the OC.

#### 6.2.2. Canadian Biathlon Championship Aggregate Awards

During each race at Nationals, points will be awarded to participants in each category who comply with the following criteria:

1. Participants are competing in the correct category;
2. Participants are eligible competitors at the time of registration and during each competition in which points are awarded;
3. Participants start & complete the race. (i.e. DNS / DSQ will equal 0 points awarded.);
4. Participants are a Canadian citizen or hold a Permanent Resident Card
5. For relay competitions points will only be awarded to official teams.

It is the responsibility of Biathlon Canada and the OC to calculate the points for the various aggregate champions, who will be named at the end of each Nationals. It is strongly recommended that one person on the OC or from Biathlon Canada 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 website/results board after each race. A timely announcement of the overall Individual, Club and Division champions is expected.

Biathlon Canada will provide the aggregate awards for:

- Individual Champion - plaque;
- Division Championship - banner;
- Club Championship - banner;
- Club 2nd & 3rd place - small banner.

Biathlon Canada and/or the OC may provide additional prizes.

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## Points System

The point system for Nationals will mirror the IBU “world cup discipline points” for any “individual discipline” (i.e. non-relay / SP, PU, IND, MS) race held at a Canadian National Championships, points will be awarded as follows:

1st place	60 points	2nd place	54 points
3rd place	48 points	4th place	43 points
5th place	40 points	6th place	38 points
7th place	36 points	8th place	34 points
9th place	32 points	10th place	31 points
Further decreasing by 1 (point), down to 40th place (40th = 1pt awarded)			

The relay points will only count towards the Division aggregate ranking. Only Super Sprint Final (not qualifications) will be awarded points.

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

1. The biathlete with the greater number of 1st place finishes;
2. The biathlete 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 biathlete has the right to call him/herself the overall champion.

There will be no tie-break for Club or Division aggregates.

## Individual Aggregate

Participants in each official category will accumulate points in each race which will create a total. This total will rank against other competitors in the category from most points to least. In the case of a tie, competitors will share the higher numerical rank. Athletes are eligible for the medals and awards within the category in which they are eligible and choose to compete, regardless of their age. It is possible that an individual will have a ranking in two separate categories.

Points will be awarded for the following official categories.

1. Men
2. Women
3. Junior Men
4. Junior Women
5. Youth Men
6. Youth Women
7. Senior Boy

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8. Senior Girl
9. Masters 35+ Men
10. Masters 35+ Women
11. Masters 50+ Men
12. Masters 50+ Women

### **Club Participation Aggregate:**

The individual aggregate points of each participant will be added together and will contribute towards the club aggregate points of the individual's registered club. All participating club members individual aggregate points will form the club's aggregate points.

### **Club Performance Aggregate:**

For individual competitions each club will score three best placings in each age category to top 40.

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.

Scoring will use the IBU points system above.

### **Club Most Improved Performance and Participation Awards:**

Will be awarded to the club(s) with the greatest improvement from the year prior for both the Club Performance and Participation Aggregates.

### **Division Aggregate**

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

- For individual competitions each Division will score three best placings in each age category to top 40.
- 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.
- For relays; each Division may score up to two male and up to two female teams per official class for 3-4 person relays OR up to 4 teams for 2-person relays. Points will be awarded per team, not per individual.
- Scoring will use the IBU points system above.

### **Division Most Improved Award:**

Will be awarded to the Division with the greatest improvement from the year prior for Division Aggregate.

#### 6.2.3. Eastern and Western Championships

Awards and prizes shall be the same for the Easterns and Westerns as for Nationals, with the required changes such as the wording placed on the medals. The aggregate awards are not awarded for Easterns and Westerns.

### **6.3. SOCIAL AND CEREMONIAL**

These guidelines for ceremonies apply to Nationals but should be considered for the Easterns and Westerns. The OC may organize an opening ceremony and must organize a function, normally a banquet, where the Biathlon Canada national awards and other awards presentations will take place. The format of the function must be specified in the bid. Biathlon Canada must review and approve the social and ceremonial arrangements.

#### **6.3.1. Opening Ceremony**

The opening ceremony is optional but should occur at the competition facility with competitors, officials and spectators gathered, however, it may be held elsewhere as proposed by the organizer, with the approval of the TD and Biathlon Canada. Included in the ceremony should be, Recognition of Traditional Lands and of the First Nations, Inuit, and Métis peoples as the keepers of the land (see below), a short opening address by a local or visiting dignitary, a flag rising and the playing of the National Anthem. The ceremony must not interfere with essential competitors' or officials' pre-competition activities.

#### **6.3.2. Recognition of Traditional Lands and of the First Nations, Inuit, and Métis peoples as the keepers of the land**

In our continued effort to strengthen the Biathlon Canada partnership, sport in Canada, and to embrace and enact the Calls to Action as outlined by the Truth and Reconciliation Commission, we are recognizing Traditional Indigenous Lands and the First Nations, Inuit, and Métis peoples as the keepers of the land, at the beginning of all Biathlon Canada events.

Please see the information below to support you in delivering this important initiative.

1. Please invite an Aboriginal Elder and/or the Traditional Knowledge Keeper from the community in which you are delivering to welcome participants. To find out more in your community, you are encouraged to contact your local:
  - Provincial - Territorial Aboriginal Sport Bodies;
  - National Association of Friendship Centres; or
  - National List of First Nations and Band Councils.
  
2. If an Aboriginal Elder or Traditional Knowledge Keeper is not available, please welcome participants to the traditional lands yourself. Please use the following resources to ensure accuracy.
  - [Indigenous-Northern Affairs Canada First Nations Interactive Map](#)
  - [CAUT Guide to Acknowledge Traditional Territory](#)
  - [Native-Land.ca;](#)

3. If the first 2 options are not possible, please welcome participants with the following: “In Biathlon Canada, we respect and acknowledge the First Nations/Indigenous, Inuit, and Métis peoples of Canada as the Keepers of the Territory upon which we will be competing/training/meeting today.”
4. Contact Biathlon Canada staff to review this process before implementing, for assistance or guidance.

### 6.3.3. Medals and Other Awards Presentation

The presentation of medals should be formal in nature, as an acknowledgment of the important achievements attained by the athletes. Medals should be presented daily, after the competitions are complete, but the medals for any competitions that take place on the day of the banquet may be presented at the banquet.

### 6.3.4. Banquet

The banquet must include a healthy, well-balanced, good quality meal and must be held at a time suitable for athletes. The banquet may not exceed 3 hours duration. A sound system must be available. A Biathlon Canada designate will coordinate the integration of the Biathlon Canada annual awards into the program and will be on site to present them. The fee for the banquet must be included in the bid if a banquet is offered.

A head table(s) must be reserved for:

- The Chairperson of the Organizing Committee
- Local and visiting dignitaries
- Biathlon Canada representatives
- Host Division representatives
- The competition officials
- The competition chief
- Any guests of honour
- Other appropriate persons selected by the Organizer

The price for the Banquet, together with an outline plan proposing when, how and where it will be conducted, must be included in the bid.

## **7. FINANCES, SPONSORSHIPS AND PUBLICITY**

### **7.1. FINANCIAL RESPONSIBILITIES**

#### 7.1.1. Organizing Committee

All costs for conducting Nationals, Easterns or Western, except team travel to and from the host community and accommodation and meals for the teams, must be borne by the OC. Funding is normally accrued from sponsorships and entry fees. In rare and special cases, a grant may be available from Biathlon Canada. When travel and

accommodation costs are being paid under this policy, they shall be paid in accordance with the Biathlon Canada Travel and Expenses Policy.

#### 7.1.2. TD Costs Easterns and Westerns

For the Easterns and Westerns the organizer shall pay directly to the TD the costs arising from the travel, accommodation and meals for the appointed Technical Delegate.

#### 7.1.3. Pre-Event Inspection

For Nationals, if a pre-event inspection visit is necessary, the OC shall pay the costs arising from the travel, accommodation and meals for the TD.

#### 7.1.4. Officials Costs at Canadian Championships

For Nationals, the OC shall pay directly to the appointed TD and NRs all the costs arising from their travel, accommodation and meals necessary to officiate at the event.

For Nationals, Biathlon Canada will normally reimburse the OC, up to a limit defined by the Board of Directors, a portion of the costs that are incurred by it for the meals, accommodation and travel of the TD and NRs. The OC must contact Biathlon Canada to ascertain what reimbursement limits may have been set by the Board, and the procedure to follow in seeking reimbursement.

### **7.2. SPONSORSHIPS AND MARKETING**

All sponsorships and marketing benefits being sought by the OC are subject to approval by Biathlon Canada prior to finalization. In some cases, sponsorships may be initiated and negotiated by Biathlon Canada in consultation with the OC. The OC must ensure that it contacts the Biathlon Canada National Office about sponsorship and to acquire the Biathlon Canada sponsor banners that must be displayed at the site during the event.

#### 7.2.1. Biathlon Canada Sales Items

Biathlon Canada reserves the right to sell Biathlon Canada merchandise at a suitable site provided by the OC (i.e. event headquarters or competition site). This does not preclude the OC from marketing merchandise of its own design. The OC must notify Biathlon Canada of its plans to sell merchandise six months prior to the event.

### **7.3. DIVISION OF REVENUES**

In cases of sponsorship obtained or negotiated by Biathlon Canada for the event, Biathlon Canada, in consultation with the OC, shall decide the sharing of the sponsorship revenues.

## **7.4. REPORTING AND AUDITING OF EVENT FINANCES**

The OC must report the cost of the event to Biathlon Canada in writing. The financial performance of the event is subject to audit by Biathlon Canada.

## **7.5. PUBLICITY AND MEDIA**

### **7.5.1. Television Coverage.**

The OC must arrange the maximum possible publicity. However, any national television coverage will be negotiated under Biathlon Canada jurisdiction, including any financial arrangements.

### **7.5.2. Press Support Facilities.**

Every effort should be made to provide communication facilities for the press, including phone and internet access.

### **7.5.3. Media Liaison.**

The OC must designate a full time media liaison person during the event. The responsibilities assigned to that person must include all Results distribution to the media, including the press wire services.

## **8. JURIES, TECHNICAL DELEGATES AND NATIONAL REFEREES**

### **8.1. COMPETITION JURY**

Jury selection and duties shall be in accordance with IBU rules, as applicable and appropriate in Canada.

The Competition Jury at Nationals will consist of:

Chairperson:	Technical Delegate
Member:	Competition Chief
Member:	National Referee responsible for the Course
Members:	Two representatives elected at the first Team Captains' Meeting

The Competition Jury at Easterns and Westerns will consist of:

Chairperson:	Technical Delegate
Member:	Competition Chief
Members:	Three representatives elected at the first Team Captains' Meeting

When there are competitions in the morning and in the afternoon, separate juries may be established for the morning and the afternoon series of competitions.

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## **8.2. JURY OF APPEAL**

### **8.2.1. Canadian, Eastern and Western Canadian Championships.**

The Jury of Appeal for Nationals will operate in accordance with the IBU Disciplinary Rules with one procedural change: no member of the Jury, including the Chair, will be considered as prejudiced in case their home division team is involved in a case before the Jury. The Jury of Appeal for Nationals will be a standing Jury of Appeal, which will normally meet through teleconference technology and hence the members do not need to be on site. The structure of the Standing Jury of Appeal is a Chairperson and four other members:

- Chair: President of Biathlon Canada (or a specifically designated Member of the Board of Directors)
- Member: General Manager of Biathlon Canada (or a specifically designated member of the Biathlon Canada staff)
- Member: Designated Member of the Biathlon Canada Domestic Committee
- Member: Designated Member of the Board of Directors of Biathlon Canada
- Member: Designated Member of the Board of Directors of Biathlon Canada

## **8.3. TECHNICAL DELEGATES**

A TD will be appointed by Biathlon Canada for Nationals, Easterns and Westerns. The TD's task is to assist the OC and to ensure that the competitions are conducted in accordance with Biathlon Canada policies and the IBU rules. The duties of the TD are in accordance with IBU rules, as applicable and appropriate in Canada. The TD represents Biathlon Canada and no other organization or agency. The TD for Nationals must be from outside the host Division. For Easterns and Westerns a TD who is from the host division may be appointed and will be considered to be impartial.

When a TD is nominated, he/she should make contact with the OC as soon as possible. The OC must bring any concerns that it may have directly to the TD, who may then consult with others within Biathlon Canada if additional consultation is necessary.

All TDs who are appointed for Events covered by this policy must hold a minimum qualification of TD under the Biathlon Canada Officials Certification Program.

## **8.4. NATIONAL REFEREES**

Three NRs will be appointed by Biathlon Canada for Nationals to officiate at the Course, Range, and Start/Finish/Material Control or as directed by the TD. The NRs report to and work for the TD. They are technical representatives of Biathlon Canada in accordance with the principles established for International Referees in the IBU Rules.

NRs appointed for Biathlon Canada events must hold a minimum qualification of Technical Delegate under the Biathlon Canada Officials Certification Program.

#### 8.4.1. National Referees at Easterns and Westerns

It is not necessary to have NRs for Easterns or Westerns but, if suitable qualified candidates are available to the host Division at no cost to Biathlon Canada, requests to nominate them as NRs will be considered by Biathlon Canada. It is recommended that the OC consider such appointments to assist the TD as a means to improve the chances for a successful event, and to provide valuable experience for qualified Divisional Officials. Such host-division-sponsored NRs may be members of the host division but may not be a part of the OC and may not perform any organizational function during the event.

## 9. APPLICATIONS TO HOST

### 9.1. GENERAL

The application form and bidding process to host Nationals, Easterns or Westerns will be made available each year prior to January 15. The requirements for completing a bid are outlined in Annex C. A prospective host organization's application for Nationals should be received by Biathlon Canada by mid-February, unless otherwise stipulated in the application form, one year prior to the event. The application must indicate who from the Division supports and approves the bid.

### 9.2. BID PROCESSING

Applications will be received and assessed by Biathlon Canada. Notification of the bid award will be made in writing to the host and Division within 30 days of approval.

### 9.3. AGREEMENTS

Upon approval, the Application to Host becomes the Agreement to Host by which the Host will conduct the event. This Policy forms part of that Agreement to Host for the applicable event. The dates of the event will be separately agreed upon by Biathlon Canada and the OC.

## 10. AMENDMENTS AND COMING INTO FORCE

### 10.1. MODIFICATIONS

Biathlon Canada can amend this policy.

## **10.2. COMING INTO FORCE**

In general, the version of the Policy that was in effect at the time of approval of an Agreement to Host governs that particular Event. In some cases, an agreement may be made between Biathlon Canada and the OC to put a more recent hosting policy into practice for the hosting of the event.

Otherwise, this policy comes into force on the date shown in the footer of the document and supersedes all other existing Biathlon Canada policies in this context.

## Annex A-1 - Classes and Specifications of Competitions for the Canadian/Eastern/Western Biathlon Championships

CLASS	AGE	IND <sup>4</sup>	SPR	PS	Relays <sup>3</sup>	MS	SS
<b>IBU Classes</b>							
<b>Men</b>	(Open) 22+	20 km PSPS	10 km PS	12.5 km PPSS	7.5 km PS	15 km PPSS	3.75 km PS
<b>Women</b>	(Open) 22+	15 km PSPS	7.5 km PS	10 km PPSS	6 km PS	12.5 km PPSS	3 km PS
<b>Junior Men</b>	(U21) 19-21	15 km PSPS	10 km PS	12.5 km PPSS	7.5 km PS	12.5 km PPSS	3.75 km PS
<b>Junior Women</b>	(U21) 19-21	12.5 km PSPS	7.5 km PS	10 km PPSS	6 km PS	10 km PPSS	3 km PS
<b>Youth Men<sup>1</sup></b>	(U19) 15 <sup>1</sup> -18	12.5 km PSPS	7.5 km PS	10 km PPSS	7.5 km PS	10 km PPSS	3.75 km PS
<b>Youth Women<sup>1</sup></b>	(U19) 15 <sup>1</sup> -18	10 km PSPS	6 km PS	7.5 km PPSS	6 km PS	7.5 km PPSS	3 km PS
<b>Biathlon Canada Classes (Jr Boys/Girls Easterns/Westerns only)</b>							
<b>Master Men</b>	35+, 50+	10 km PSPS <small>45 shot penalty</small>	6 km PS	7.5 km PPSS	4.5 km PS	7.5 km PPSS	3 km PS
<b>Master Women</b>	35+, 50+	7.5 km PSPS <small>45 shot penalty</small>	6 km PS	7.5 km PPSS	4.5 km PS	7.5 km PPSS	3 km PS
<b>Senior Boys<sup>1, 2</sup></b>	(U17) 15-16 <sup>1</sup>	7.5 km PSPS <small>45 shot penalty</small>	6 km PS	7.5 km PPSS	4.5 km PS	7.5 km PPSS	1.5 km PS
<b>Senior Girls<sup>1, 2</sup></b>	(U17) 15-16 <sup>1</sup>	7.5 km PSPS <small>45 shot penalty</small>	6 km PS	7.5 km PPSS	4.5 km PS	7.5 km PPSS	1.5 km PS
<b>Jr Boys<sup>2</sup></b>	(U15) 13-14	6 km PPPP <small>45 shot penalty</small>	3-4.5 km PP	4-5 km PPP	1.5-3 km PP	5 km PPP	1.5 km PP
<b>Jr Girls<sup>2</sup></b>	(U15) 13-14	6 km PPPP <small>45 shot penalty</small>	3-4.5 km PP	4-5 km PPP	1.5-3 km PP	5 km PPP	1.5 km PP

## Table 1: Classes and Specifications of Competitions for the Canadian Biathlon Championships

### Notes:

1. The IBU Rules definitions of age classes apply to WYJCH. For Biathlon Canada sanctioned events, an athlete who is 15 by the end of December in the year that starts the winter competition season may elect to compete in either the Senior Boys/Senior Girls category and not carry his/her rifle or may compete as a Youth Men/Youth Women and must carry her/his rifle. Such election can be made for each Competition within the Event and may be changed up to the published Entry deadline for that Competition.
2. Senior Boys and Senior Girls do not carry rifles when skiing the course. All Competitors who do not carry rifles must conform to the appropriate section of the *Range Procedures for Competitors Not Carrying Rifles* contained in Annex A-3.  
Senior Boys and Girls **may** be required to carry their rifle for the duration of the competition in a Single Mixed Relay or Super Sprint depending on the available loop distance/profile/number of competitors.
3. Relay type will determine the distance and number of legs. Relays may be 2, 3, or 4 person relays, same gender or mixed. The formats will be determined after the registration deadline.
4. Except for the Individual Competition, for which the Shot Penalty is noted above in the table, the Shot Penalty is a 150m Penalty Loop for all IBU and masters classes and is 100m for Senior and Junior Boys and Girls.
5. IBU Categories may do a Short Individual.

## **Annex A – 2 IBU Rule adjustments**

### **Range Procedures for Competitors Not Carrying Rifles**

#### **1. JUNIOR BOYS AND JUNIOR GIRLS**

As Junior Boys and Junior Girls do not carry rifles and as they shoot only in the prone position, the following special rules shall apply to them.

##### **1.1. PROCEDURES**

The rifles for Junior Boys and Junior Girls shall be pre-positioned on the firing point mats by their coaches, with the barrel pointing toward the targets and in such a way that the rifle can be picked up safely by the Competitor. The Competitor shall carry out the entire loading and firing procedure without assistance. After firing the last shot of each bout, the Competitor must open the action, place the rifle on the firing point mat, with the barrel pointing toward the targets, and then exit the firing point and the range in the normal manner.

##### **1.2. PENALTY**

If the rifle is left with the action closed, each violation shall result in a two-minute penalty.

##### **1.3. COACHES' RESPONSIBILITIES**

The coaches are totally responsible for pre-positioning the rifles, moving them to another firing point or away from the range in a safe manner, and for the provision of ammunition to their competitors. No time adjustment will be awarded for a delay caused by any action that is the coaches' mistake. In addition, the coaches are responsible for ensuring that a rifle placed on a mat does not impede or otherwise disrupt or interfere with other competitors.

##### **1.4. SAFETY CHECK**

The Competitor's Coach is responsible for performing the safety check on the rifle before it is moved to another location – by confirming that there is no inserted magazine, that the action has been opened, and that there is no round in the chamber.

#### **2. SENIOR BOYS, SENIOR GIRLS**

As Senior Boys and Senior Girls do not carry rifles on the trails during a competition (other than the possibility carrying during a SMR and Super Sprint) but are required to shoot in both the standing and prone positions, the procedures detailed in this annex shall be used for all shooting bouts.

## **2.1. PROCEDURES**

2.1.1. Prior to the start of the competition, all Senior Boys' and Senior Girls' rifles, with the bolts open unless otherwise authorized, will be placed in racks located on the left or right side of the trail, as decided by the TD based on circumstances, in the vicinity of the 10m line at the entrance to the range.

2.1.2. Competitors must come to a complete stop on the mats located in front of these racks before they start to pick up their rifles. Each competitor will then pick up their rifle and place the rifle in the correct carrying position on their back.

2.1.3. Competitors will then ski to their firing points and carry out normal range procedures, as defined in the IBU rules, for removal and replacement of the rifle, for shooting, and for leaving the firing point.

2.1.4. After completing a bout of shooting, each Competitor will proceed to the rifle racks located on the left or right side of the trail in the vicinity of the 10m line at the exit of the range and must come to a complete stop on the mats located in front of these racks. They will then remove the rifle from their back and place their rifle on the racks. The action/bolt must be in the open position when the rifle is placed on the rack. Notwithstanding IBU Rule 8.5.2, once on the mat in front of a range exit rack, provided the barrel is pointed up, a competitor may open the bolt in order to prepare the rifle for placement on the rack. Once the rifle has been safely and securely placed on the rack the competitor may continue with the competition.

2.1.5. In the case of inclement weather, the TD, or in his/her absence the Chief of Competition or the Chief of Range, may authorize that a designated official closes the bolt of the rifles that have been placed in the exit rack to prevent the build-up of snow or ice, but only after inspecting the rifle to verify that the bolt was open, no rounds or empty casings were in the chamber, and that no rounds are present in any magazine inserted into the action of the rifle. This will permit rifles to be carried and to be left in the rifle rack with closed bolts to prevent the ingress of snow and ice when conditions are adverse.

2.1.6. Competitors must not be interfered with when retrieving rifles or when placing rifles into the racks.

2.1.7. At the end of the competition each Competitor must collect his/her rifle, prove it to be safe, and proceed to the designated Material Inspection location so that any required inspection can be completed. Completion of this obligation and any ensuing inspection marks the end of the competition for the non-carrying Competitor.

## **2.2. PENALTY**

2.2.1. Any safety violation during the above-specified procedures shall result in a 2-minute penalty.

2.2.2. The Competition Jury shall handle other issues arising from the procedures according to the principles set out in the IBU Rules and to common sense.

## **2.3. RESPONSIBILITIES**

2.3.1. The Organizing Committee is responsible for providing a sufficient number of rifle racks. The entrance and exit racks are located outside the Information Prohibition Zone on a level area and should be placed so that the rifles on the racks are accessible on both sides. The mats are to be placed under the rack and extend to both sides by a minimum of 50cm. Effort should be made to ensure that the mats provide a secure, non-slip surface for the athletes.

2.3.2. The Organizing Committee must provide a minimum of eight officials / volunteers for the Sprint and Relay competitions and 14 officials / volunteers for Individual and Pursuit competitions to shuttle the rifles back to the entrance rifle racks so that they are ready for the competitors' next shooting bouts.

2.3.3. The Organizer must have one official at both the entrance and exit racks to monitor the recovery and removal of rifles by the Competitors and to supervise those officials who are moving the rifles.

2.3.4. If coaches wish to perform the transfer of rifles from the exit to the entrance rack, this is permitted but the coach must inform the organizer prior to the start of the competition.

2.3.5. Each Competitor is responsible for placing his/her rifle in the range entrance racks prior to the competition.

## **2.4. RIFLE RACKS**

2.4.1. An adequate number of rifle racks must be located on the shooting range to allow each Competitor a place for his or her rifle. The racks must be made of wood and must facilitate easy deposit and removal of rifles by the Competitors and must prevent accidental falling down of the rifles. The distance between the notches to accept the rifles must be at least 35cm.

2.4.2. The Organizer must number the range entry rifle rack(s) with the Start Numbers of the Competitors. The numbers must be easily visible and placed on or near the notches to indicate clearly where the rifles must be placed. The label size should be approximately 5cm<sup>2</sup> and the number mark done with a permanent marking pen that doesn't run in the rain or snow. Rifle racks shall be numbered in such a way that the rifles of Competitors with nearly sequential Start Numbers are physically separated to minimize the possibility of two Competitors having to access the same part of the rifle rack at the same time.

## **2.5. RIFLE IDENTIFICATION MARKING**

Rifles placed in the racks must be marked, on the top part of the fore stock, with the Start Number of the Competitor so that the number is clearly visible while the rifle is in the rack. This rifle numbering normally takes place as part of the equipment/material inspection before each competition.

## **2.6. ACTION WHEN RIFLES NOT IN PLACE**

If a rifle is not in place in the rack for a Competitor to retrieve upon arrival at the entrance to the Range, an official with a stopwatch will record the time for the delay and the Competition Jury will make a decision about a time adjustment based upon the circumstances.

## **3.0. DISTANCE CHANGES AND COMPETITION TYPES**

Modifications and Other Types of Competitions: Biathlon Canada reserves the right to modify existing competitions and to introduce new types of competitions into Biathlon Canada events for all classes.

Biathlon Canada reserves the right to modify the length specified for the competition types ensuring the distance falls within the minimum and maximum distance of any event type within that particular category.

Rule 1.3.13 Event Programs, the schedule, sequence and types of IBU/Biathlon Canada competitions at events will be set by Biathlon Canada in consultation with the OC.

Rules 1.5, 1.6. The OC does not need to follow the IBU rules regarding the placement of athletes into draw groups. The TD may decide not to use draw groups. The timing of entries deadlines (including relays) and draws shall be determined by the TD in consultation with the OC and may occur earlier than as stated in the IBU rules.

## Annex B - Wax Cabin Safety Notice

### **FOR SAFETY REASONS, THE FOLLOWING PROCEDURES MUST BE FOLLOWED**

1. Make sure you wear a filter mask and change the filter cartridges at least once a month or as recommended by the manufacturer of your mask.
2. Make sure your filter mask has a tight seal against your face.
3. Avoid spending any unnecessary time in the cabin.
4. Do not keep any food in the wax cabin.
5. Do not consume any food or beverage in the Wax Cabin or with any wax particles on your hands.
6. Ventilate the room if there is any dust or smoke in the room.
7. Keep athletes out of the room except when absolutely necessary.
8. Consider whether you need ear protection if you are using noisy power tools.
9. Clean the cabin daily, wearing a mask while sweeping the particles.
10. Dispose of the swept wax as requested by the Organizer.
11. Do not smoke with any wax particles on your hands.

## **Annex C - Application to Host the Canadian Championships or the Eastern or Western Canadian Championships**

On or before January 15 each year, the application process will open for hosting Biathlon Canada events. An online form must be completed and will include the following questions/requirements:

- Logistical Information
  - Event, Facility Name, Proposed Dates (please consider alignment with IBU international calendar, USBA, and Nordiq Canada nationals where possible).
  - Chairperson + Contact Information, confirmation of certified officials for the Following Positions (names not required):
    - Competition Chief, Chief of Range, Course, Timing, and Stadium, and Competition Secretary.
  - Anticipated Volunteer Count.
- Location
  - Community name, distance from site to major airport, number of restaurants and hotels within 30km of competition site.
  - List of previous sporting events hosted.
  - Facility Information: Course profiles, minimum and average course width, range information (number of lanes + target type), timing system information, powered wax hut availability, athlete and volunteer shelter/lodge capacity.
- Fee Structure and draft budget
  - Per competition and banquet ticket.
  - Draft budget
- Additional
  - Any sponsors or publicity expected.

Applicants must consider the size of the event they are interested in hosting and their ability to run a successful, meaningful event for all those involved.