



**ALPINE ONTARIO™**

National Capital  
Division



## **2014-2015 OSZ-NCD Timing & Results Protocol** (Version 3.0: January 10, 2017)

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## 1. Series Race Format & Results Protocol

<b>Race Format</b>	<b>Nancy Greene</b>	<b>U10</b>	<b>U12</b>	<b>U14</b>	<b>U16</b>	<b>U18/U21</b>
	3 runs – boys and girls combined.		<ul style="list-style-type: none"> <li>• SL &amp; GS: 2 runs = 1 race</li> <li>• SG &amp; KK: 1 run = 1 race</li> <li>• SC: 1 run SG + 1 run SL = 1 race</li> </ul>			
<b>Entry List Data</b>	<b>Nancy Greene</b>	<b>U10</b>	<b>U12</b>	<b>U14</b>	<b>U16</b>	<b>U18/U21</b>
	OSZ Website under “NCD-OSZ Series Entry Lists”	OSZ website under “Timing Officials”			OSZ website under “Timing Officials” & ACA Points	Race Registrations & ACA Points
<b>Start Orders</b>	<b>Nancy Greene</b>	<b>U10</b>	<b>U12</b>	<b>U14</b>	<b>U16</b>	<b>U18/U21</b>
<b>Run 1</b>	See Annex 1	Random draw			Seeded by national points; top 15 random.	
<b>Run 2</b>	See Annex 1	1 <sup>st</sup> run finish order with top 30 inverted; DNFs and DSQs included, but seeded at the end.				
<b>Medals</b>	<b>Nancy Greene</b>	<b>U10</b>	<b>U12</b>	<b>U14</b>	<b>U16</b>	<b>U18/U21</b>
	Teams	Standard podium results for individuals (Females and Males)				

## 2. Preparing 1<sup>st</sup> Run Start Lists for U16 and U18/U21 Events

- Download the current women’s and men’s entries files (.csv format) for the age group involved from the Outaouais Ski Zone Website section containing information for timing officials.
- For U16, all the athletes identified on the entry file should be included on the start list. For U18/U21 only the athletes that who were registered with the race secretary by the deadline stated on the race notice will be included on the start list. Please refer to the Race Manual for details.
- Use the import function to load the entries into Split Second. The CVS fields map to the Split Second fields as follows:

<b>CVS file</b>		<b>Split Second</b>
Class	>	Class
Surname	>	Last
First	>	First
YOB	>	Year of Birth
Card	>	USSA Number
Club	>	Club/Quota

- In the **Header** screen select **Scored**, set the **# in Top Seed** to “15” and select the appropriate **Event**.
- Download/upload the ACA points to Split Second, and then apply the current points using **Other Options / Reload Points from Point List**.
- In the **Factors/Lists** screen, set the **ACA Max Seed for Penalty Calc** for the event to 500. (See section 1.8 of the ACA Points Rules [www.acapoints.ca/](http://www.acapoints.ca/))

- Prepare the draw using **Other Options / Automatically Assign Bibs/Start Numbers**, or another appropriate procedure.
- Click **Report, First Run**, and then **Start List**. In response to **Include Club/Quota**, click **Yes**.

### 3. Preparing 1<sup>st</sup> Run Start Lists for U10, U12 and U14 Events

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1. Download the current women's and men's entries files (.csv format) for the age group involved from the Outaouais Ski Zone Website section containing information for officials.
2. Use the import function to load the entries into Split Second. The CSV fields map to the Split Second fields as follows:

CSV file		Split Second
Class	>	Class
Surname	>	Last
First	>	First
YOB	>	Year of Birth
Club	>	Club/Quota

3. In the Header screen, deselect **Scored**. To ensure a random draw for the first run, set the **# in Top Seed** to equal the number of competitors entered in the race.
4. In the **Competitors** Screen, click **Report, First Run**, and then **Start List**. In response to **Include Club/Quota**, click **Yes**.

### 4. Second Run Start Order

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The start order for the second run for all age groups other than Nancy Greene is determined by the racers' finish times in the first run of the race – fastest to slower - with the order of the top 30 inverted. Where safety considerations warrant, the race jury may decide that the second run be based on a reverse 15.

Racers who did not finish (DNF) or were disqualified (DSQ) in the first run of a race will be permitted to participate in the second run of that race, recognizing that the overall series results and the selection criteria for provincial events are based on the racers results for every individual run. They will be seeded after the group that finished the first run.

## 5. Reporting Race Results

The goal is to deliver or upload results within **24 hours** of the end of the race.

Destination	Nancy Greene	U10, U12 & U14	U16 & U18/U21
ACA	Not required		Upload the "XML" format results report at <a href="http://www.acapoints.ca">www.acapoints.ca</a> by 10:00PM MST on the Tuesday following the event. <b>Note:</b> Use <b>Hide</b> to remove 1 <sup>st</sup> Run DNS racers, as well as ADS athletes from the Competitors screen, before preparing the XML report for ACA.
Local Website	List of Teams with Points <sup>1</sup>  Send an email list of teams and points to Marc Somers, NG Coordinator, at <a href="mailto:msomers@envireau.ca">msomers@envireau.ca</a> .	<p style="text-align: center;"><b>Text or Doc Results Report</b> Women Men</p> <p><b>Split Second Notes re preparing results for local Website:</b></p> <ol style="list-style-type: none"> <li>Before printing reports, deselect <b>Score</b> in the <b>Header</b> page.</li> <li>Producing results report: Go to <b>Competitors</b> screen, click <b>Report</b>, then <b>Race Results</b>, select <b>Official</b>, <b>Club/Year on results</b> and <b>Bib number on results</b>, click <b>OK</b>, click <b>Save to File</b>, and save as a Word file</li> <li>Email the files to the OSZ webmaster, Tyler Brown, <a href="mailto:tyler.junked@gmail.com">tyler.junked@gmail.com</a>, and the NCD webmaster, Andrea Holland, <a href="mailto:andrea holland@gmail.com">andrea holland@gmail.com</a>.</li> </ol>	
Series Files	Not required		<p>Send the race file, including results and ranks for racers from outside the zone, to Eric Belliveau at <a href="mailto:eibelliveau@gmail.com">eibelliveau@gmail.com</a>, phone 613-290-7288, and to Brent Allen at <a href="mailto:beallen@rogers.com">beallen@rogers.com</a> who will extract the data and update the series points files for publications on the OSZ Website.</p> <p>Alternatively, send Eric and Brent an exported CSV file for each age group and gender containing the following fields: (<b>Note:</b> Please ensure that the fields you export are in the order shown and that the times format is sss.hh):</p> <ul style="list-style-type: none"> <li>• Full Name;</li> <li>• Class;</li> <li>• First Run Result;</li> <li>• First Run Rank;</li> <li>• Second Run Result;</li> <li>• Second Run Rank;</li> <li>• Combined Result; and</li> </ul> <p>Combined Rank..</p>

**File Naming Protocol:** Files submitted to Web sites and Jim should use this naming protocol: **Class** (U10, etc.), Event (SL, GS, SG, SC, KK)\_Date (yyyy-mm-dd).application extension (.txt; .pdf; .cvs, etc.) Examples: **U10\_GS\_2013\_01\_15.txt** (the Results Report for an U10 Giant Slalom held on January 19, 2013).

## 6. Timing Rules & Guides

The following are the primary sources of the FIS and ACA timing rules and guidelines.

<sup>1</sup> For a copy of the Excel spreadsheet used to record and calculate the team results for Nancy Greene events, contact Marc Somers, NG Coordinator, at [msomers@envireau.ca](mailto:msomers@envireau.ca).

- **FIS International Ski Competition Rules** (ICR), Alpine ICR - July 2014 ([http://www.fis-ski.com/mm/Document/documentlibrary/AlpineSkiing/03/29/54/ICR\\_clean\\_12082014\\_Neutral.pdf](http://www.fis-ski.com/mm/Document/documentlibrary/AlpineSkiing/03/29/54/ICR_clean_12082014_Neutral.pdf))
- **ACA National Competition Rules** (2014-/2015, Version 1.0). ([http://alpinecanada.org/sites/default/files/attachments/national\\_competition\\_rules\\_2014-2015\\_0.pdf](http://alpinecanada.org/sites/default/files/attachments/national_competition_rules_2014-2015_0.pdf))
- **ACA Points Rules**, ([www.acapoints.ca](http://www.acapoints.ca))
- **FIS Timing Booklet**, Version 2.52, October 2014 (<http://data.fis-ski.com/services/timing-and-data/timing-and-data.html>).
- **ACA National Timing Booklet** (January 2012, Version 2.2)
- **FIS Homologated Timing Equipment**, The current list is available at <http://data.fis-ski.com/services/timing-and-data/homologated-timing-equipment.html>.

## 7. Racers from outside the zone

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From time to time, start lists will include racers that are not registered with the OSZ /NCD Alpine Ski programs. These athletes will either be from other zones, or from the OSZ /NCD Ski Cross program. Such racers are to be included in the start list, and are eligible for podium results and awards. Their times and rank will be included in the race files and sent to the results coordinator. However, upon compilation of OSZ/NCD series points calculations, the times and results from visiting and Ski Cross racers will be removed and ranks will be re-compiled in order to apply and post series points.

## 8. Race Point Manipulation

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“Alpine Canada Alpin has a ZERO TOLERANCE position on point or penalty manipulation. Any Canadian competitor, official or coach clearly involved in artificially affecting the calculation of penalties or points, encouraging or instructing competitors to finish in a manner that will affect the results, may, on recommendation of the Technical Delegate and/or Jury be recommended for sanction which can include DSQ, removal from results and further penalties, including but not limited to suspension and non scoring of the race. All such recommendations for sanctions will be reviewed by a special disciplinary hearing chaired by appointee's from the CSA, ACA, and ACA National Officials Committee.” *ACA Point Manipulation Zero Tolerance Policy*

## 9. Timing Records

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It is recommended that the Chief of Timing retain hard copies of the timer tapes, hand time records, gate judges' cards and referee reports for at least a few weeks in the event there are any issues or challenges that arise post-event. Protests or appeals are rare, but possible!

## 10. Technical Timing Reports (TTR)

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**FIS Events:** A TTR must be completed for every event on the FIS calendar, one report for each codex. The FIS provides free of charge a program to fill out the »The Timing & Data Technical Report Form. ». You can download it from the FIS ftp server: <ftp://ftp.fis-ski.com/Software/Programs/TimingReport/AL>.

**ACA Events:** The ACA National Competition Rules (p.19) state:

*The National Timing Technical Report is mandatory for all U14 and U16 Provincial Championships, the U16 Eastern and Western Championships , U14 and U16 Can - Am and the National Masters Championships. One report per day selected by the ROC & TD is required. A timing report is required for 1st Codex run each day ( doesn't matter which gender ) ~ if a 2 run race the TTR must be filled infor both runs ; if a 1 run race the TTR must be filled in for the one run.*

*The National Technical Timing Report is optional for races other than the above championship races but its use is recommended for all National calendared races. One*

*report per day – use the 1st Codex run each day (doesn't matter which gender ~ is a 2 run race the TTR must be filled in for both runs; if a one run race , the TTR must be filled in for the one run .*

The ACA TTR Excel form and reporting instructions are posted on the ACA site (<http://alpinecanada.org/officials>) under PDFs and Forms.

### **Submitting Reports**

- Mandatory electronic timing reports for Quebec and Ontario events should be sent to the East timing rep Camille Courchesne at [camille.courchesne@videotron.ca](mailto:camille.courchesne@videotron.ca).
- An Excel or PDF copy of Timing Reports that are not mandatory can be sent electronically to [officials@canski.org](mailto:officials@canski.org).

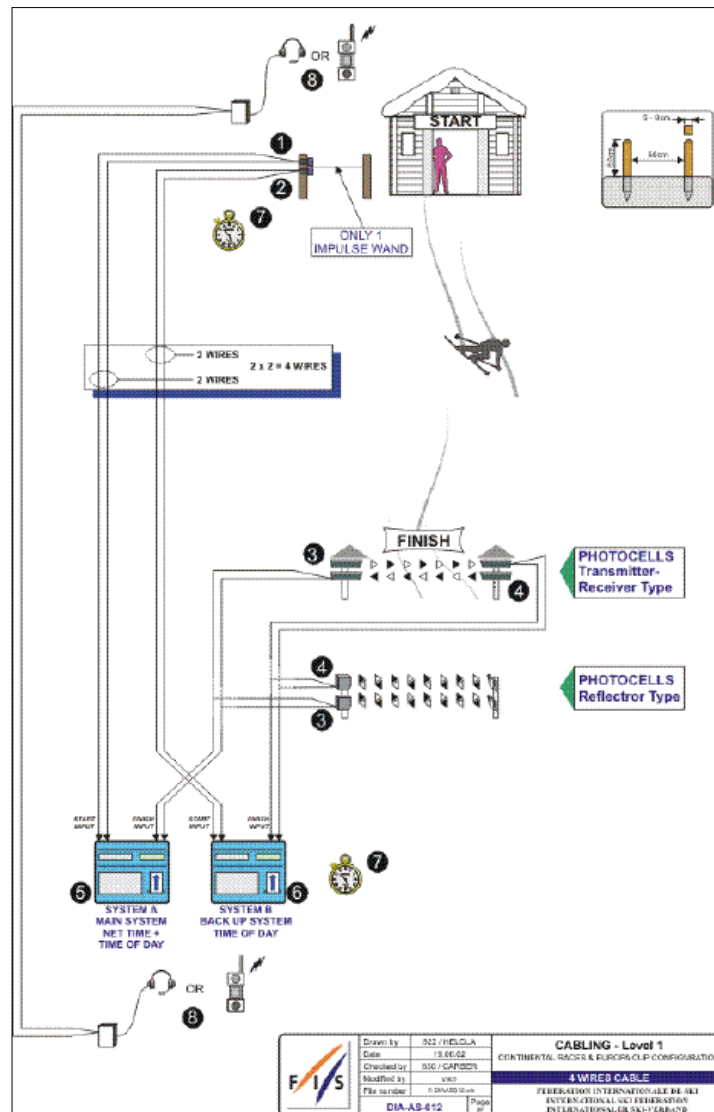
## 11. Timing Device Standard & Equipment Requirements

**Standard:** The recommended equipment set up for timing for all OSZ-NCD races is one that conforms to the FIS Level 1 standard (Figure 1), with the exception that the communications and one of the timing systems may be run on a single pair of wires.

**Note:** Hand timing is mandatory for **all** K2, Junior and other events listed on the ACA calendar.

**Equipment Requirements:** Based on Level 1 standard, the minimum equipment requirements for a national points race are:

- Two (2) homologated timers each with an internal printer (e.g. Longines/Alge Timy PXE) or an external printer (e.g. Alge S4 with Seiko DPU 414);
- One (1) homologated start wand with two (2) electronically isolated contacts activated by a single wand. (e.g. Alge STSn M2s);
- Two (2) sets of homologated photocells with appropriate cables;
- Cable-based communication devices (with backup radios);
- Electronic display board;
- Two pairs of wire (start to finish);
- Computer (with dot matrix printer or serial printer) for running timing application (Split Second, dTris, etc.);
- Computer with printer for producing start lists and results;
- Hand timing watches (2 primary and 2 backup); and
- Appropriate cables, etc.



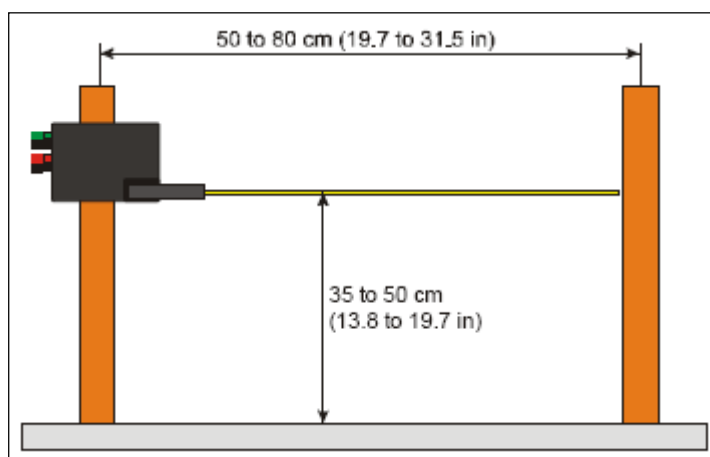
## 12. Start Gate Installation

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The FIS Timing-Booklet includes the following “elementary rules” for installation of the start gate:

- The start gate mounting post must be put into the ground or snow or firmly connected to a fixed structure under the snow. It is essential that the support post be solidly fixed and not permitted to move in any way.
- The start gate must likewise be attached to the mounting post without the possibility of rotation or movement of any kind.
- The height above the ground of the start gate must be such to permit the athletes to hit the bar below the knee not too close to the boot top. In all cases the range shall not be less than 35cm nor more than 50 cm above the snow surface at the start (**Error! Reference source not found.**).
- The start gate may be placed either to the left or right of the starting skier, in all cases making sure that the angle of departure to the first gate ensures that the start gate must open.

**Note re Disabled Athletes:** The start gate height for sit-skier is 80 cm) and the gate must be adjustable from 40 cm height for standing athletes to 80 cm height for sit-skiers. (IPC Alpine Skiing Rules and Regulations, 613)





## 13. Finish and Photocell Installation

The FIS Timing-Booklet includes the following directions for setting up the finish line and installing the photocells:

- In Downhill and Super-G races, the finish must be at least 15 metres wide and in Slalom and Giant Slalom at least 10 metres wide.
- Only wooden posts with a maximum diameter of 6 cm (2x2's work) should be used to mount the photocells at the finish.
- Cut the posts so they can break away in case of being struck by a racer. This cut must be made facing uphill.
- All brackets and elements of the photocells should be placed on the downhill side of the post.
- The cells must be mounted so that both beams are triggered at a height that is lower than the knee of racers at the finish.
- It is recommended that the lowermost photocell be connected to Timing System A.
- The photocells must be set up parallel to the finish on top of each other, either the same post (Figure 3) or on two separate posts (Figure 4).
- The maximum vertical separation of the beams is 20 cm (8"), and should be less than that if possible.

Figure 2

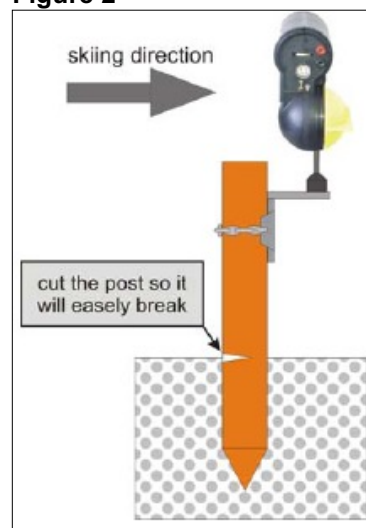
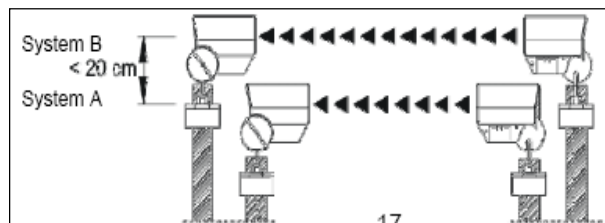
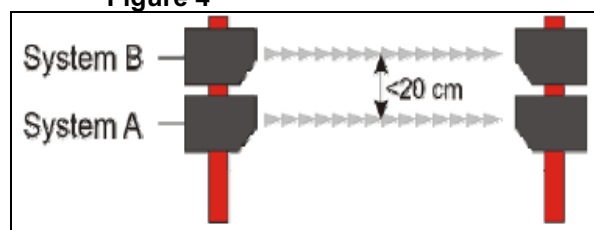


Figure 3

Figure 4



## 14. Start Signal

**Downhill, Giant Slalom and Super-G:** If an automatic audible signal is not being used, 10 seconds before the start, the starter will tell each competitor "10 seconds." Five seconds before the start, he/she should begin a countdown "5, 4, 3, 2, 1" and then give the start command "Go - Partez - Los". (ICR 613.4)

**Slalom:** As soon as the starter receives the timer's order for the next start, he gives the competitor the warning "Ready!, Attention!, or Achtung!" and a few seconds later the start signal "Go! Partez! Los!." The competitor must start within about 10 seconds after this order (ICR 805.3).

## 15. Annex 1: Nancy Greene Start Order

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The following is a copy the start order protocol set out in the OSZ-NED Handbook:

The start order is based on clubs, then on the racer's year of birth from youngest to oldest, regardless of gender. In the first run, the first club's youngest racers start first.

For the second run, the third club in the first run starts at the beginning. In the third run, the first run start order for each group is inverted, so that the last club in the start order is first and, within each club, the oldest racers go first. For the fourth run, the second club in the 1<sup>st</sup> run start order starts and, again, within each club, the oldest racers go first. (See example below).

### SAMPLE NANCY GREENE START LIST GIRLS ~ SLALOM

RUN 1			RUN 2		
Bib	Competitor	Club	Bib	Competitor	Club
1	ROSE April	MARIE	11	TURCOTTE Jeanne	VORLA
2	ELIOT Carol	MARIE	12	LEBLANC Nicole	VORLA
3	BUSH Alexa	MARIE	13	MASSEY Michelle	VORLA
4	MCMDONALD Brenda	MARIE	14	PEDERSON Katie	VORLA
5	KELLSY Anne	MARIE	15	BEAULIEU Anne	VORLA
6	SMITH Susan	DESC	16	CHESTER June	EDEL
7	BROWN Cathy	DESC	17	GREEN Betty	EDEL
8	CAMPBELL Cindy	DESC	18	WHITESIDE Tiffany	EDEL
9	PATRON Kelly	DESC	19	LAFERME Madelaine	EDEL
10	ALEXANDER Suzette	DESC	20	SMYTHE Glenda	EDEL
11	TURCOTTE Jeanne	VORLA	21	BEATON Lucy	EDEL
12	LEBLANC Nicole	VORLA	1	ROSE April	MARIE
13	MASSEY Michelle	VORLA	2	ELIOT Carol	MARIE
14	PEDERSON Katie	VORLA	3	BUSH Alexa	MARIE
15	BEAULIEU Anne	VORLA	4	MCMDONALD Brenda	MARIE
16	CHESTER June	EDEL	5	KELLSY Anne	MARIE
17	GREEN Betty	EDEL	6	SMITH Susan	DESC
18	WHITESIDE Tiffany	EDEL	7	BROWN Cathy	DESC
19	LAFERME Madelaine	EDEL	8	CAMPBELL Cindy	DESC
20	SMYTHE Glenda	EDEL	9	PATRON Kelly	DESC
21	BEATON Lucy	EDEL	10	ALEXANDER Suzette	DESC

**SAMPLE BACHLADA START LIST**

**GIRLS ~ SLALOM**

**RUN 3**

**RUN 4**

<b>Bib</b>	<b>Competitor</b>	<b>Club</b>	<b>Bib</b>	<b>Competitor</b>	<b>Club</b>
21	BEATON Lucy	EDEL	10	ALEXANDER Suzette	DESC
20	SMYTHE Glenda	EDEL	9	PATRON Kelly	DESC
19	LAFERME Madelaine	EDEL	8	CAMPBELL Cindy	DESC
18	WHITESIDE Tiffany	EDEL	7	BROWN Cathy	DESC
17	GREEN Betty	EDEL	6	SMITH Susan	DESC
16	CHESTER June	EDEL	5	KELLSY Anne	MARIE
15	BEAULIEU Anne	VORLA	4	MCMDONALD Brenda	MARIE
14	PEDERSON Katie	VORLA	3	BUSH Allexa	MARIE
13	MASSEY Michelle	VORLA	2	ELIIOT Carol	MARIE
12	LEBLANC Nicole	VORLA	1	ROSE April	MARIE
11	TURCOTTE Jeanne	VORLA	21	BEATON Lucy	EDEL
10	ALEXANDER Suzette	DESC	20	SMYTHE Glenda	EDEL
9	PATRON Kelly	DESC	19	LAFERME Madelaine	EDEL
8	CAMPBELL Cindy	DESC	18	WHITESIDE Tiffany	EDEL
7	BROWN Cathy	DESC	17	GREEN Betty	EDEL
6	SMITH Susan	DESC	16	CHESTER June	EDEL
5	KELLSY Anne	MARIE	15	BEAULIEU Anne	VORLA
4	MCMDONALD Brenda	MARIE	14	PEDERSON Katie	VORLA
3	BUSH Allexa	MARIE	13	MASSEY Michelle	VORLA
2	ELIIOT Carol	MARIE	12	LEBLANC Nicole	VORLA
1	ROSE April	MARIE	11	TURCOTTE Jeanne	VORLA

## 16. **Annex 2: Art Tommy Memorial (ATM) Race Weekend:**

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The ATM Race Weekend is a two-day race tournament, preceded by a three-day Speed Camp held on the same venue.

The ATM is open to all OSZ/NCD U16, U18 and U21 athletes, and is also open to athletes from other zones and clubs.

- Entry requirements for U16 athletes usually include one full-run appearance in the preceding speed camp.
- U18 athletes with in-year Super-G experience are exempt from this requirement.

### **CODEX Registrations:**

For scoring purposes, The ATM requires a total of 8 CODEXes:

- Day 1, Alpine Combined (AC) U16/U18/U21 Ladies
- Day 1, Alpine Combined U16/U18/U21 Men
- Day 1, Super-G (SG) U16/U18/U21 Ladies
- Day 1, Super-G U16/U18/U21 Men
- Day 2, Alpine Combined U16/U18/U21 Ladies
- Day 2, Alpine Combined U16/U18/U21 Men
- Day 2, Super-G U16/U18/U21 Ladies
- Day 2, Super-G U16/U18/U21 Men

The SG run results are double-counted as a component of that day's AC race, and as a stand-alone SG race.

Optionally, if the U18/U21 field of athletes exceeds 15 athletes for any event, the Chief of Race may prescribe additional CODEXes for the U18/U21 field but needs to do so ahead of the race days.

## Podiums

The ATM results in a total of 18 to 20 podiums, again depending on the discretion of the Chief of Race, as determined at registration time, and two trophies:

- 16 individual race podiums (8 per day)
- 2 to 4 week-end podiums (at discretion of Chief of Race)
- 2 trophies.

Daily Individual Race Podiums:

<b>Super-G</b>	<b>U16</b>	<b>Ladies</b>
		<b>Men</b>
	<b>U18/U21</b>	<b>Ladies</b>
		<b>Men</b>
<b>Alpine Combined</b>	<b>U16</b>	<b>Ladies</b>
		<b>Men</b>
	<b>U18/U21</b>	<b>Ladies</b>
		<b>Men</b>

Week-end Podiums:

ALL ATM Week-end podiums are calculated by overall cumulative times of the four runs over the two races. Any DNS, DSQ or DNF disqualifies the athlete from placement in any of the week-end results.

<b>Alpine Combined</b>	<b>U16</b>	<b>Ladies</b>
		<b>Men</b>
	<b>U18/U21</b>	<b>Ladies</b>
		<b>Men</b>

**NB.** At the discretion of the Chief of Race, according to the number of athletes registered in each category, the above Week-end Podiums for U18/U21 may be changed to also include U16 athletes. This determination needs to be made before start of competition.

### Overall Art Tommy Memorial trophies:

The overall Art Tommy Memorial trophies are awarded to the top woman and top man, regardless of age category, as determined by overall combined time.