

# INTERNATIONAL SKATING UNION

## Communication No. 1440

### Figure Skating

**Frankfurt Seminar – July 16 – 21, 2007**

**& nomination and appointment of ISU and International ISU Figure Skating Officials**

#### **1. Nomination and Appointment of Technical Controllers, Technical Specialists, Data Operators and Replay Operators – General Information**

The current 2006 General Regulations and Special Regulations in Single and Pair Skating and Ice Dancing and Synchronized Skating include the necessary provisions for the nomination and appointment of Technical Controllers, Technical Specialists, Data Operators and Replay Operators, namely in

Rule 122 – General Regulations, Nomination and Appointment of Officials;  
Rule 415/813 – Nomination and Appointment of Technical Controllers;  
Rule 416/814 – Nomination and Appointment of Technical Specialists;  
Rule 417/815 – Nomination and Appointment of Data Operators and Replay Operators.

Considering that this is the third year of implementation of the ISU Judging System, a number of Officials currently on the ISU lists (ISU or International Technical Controller or ISU or International Technical Specialist), must attend a seminar for re-certification prior to re-appointment. The Frankfurt Seminar 2007 will include programs and provisions for both, the new candidates to these positions and for candidates requiring re-certification.

The appointment of Technical Controllers and Technical Specialists as well as Data and Replay Operators for participation in an ISU seminar and the examination among persons nominated by the Members as stated in the relevant rules requires the initial confirmation of the respective Technical Committee which needs to be presented to the Sports Directorate for final decision. One criteria in determining the final list of accepted candidates will be the need for such appointed Officials within a certain ISU Member or geographical region of ISU activity.

Late applications will not be accepted. The ISU reserves the right to make the determination of the final list of candidates formally accepted based on available space and budget/financial considerations.

Based on the ISU Sport Directorate decisions, the number of candidates to be accepted at ISU cost is limited. However, there could be the possibility that certain Members may wish to enter candidates at their own expense to participate and qualify as Technical Controllers and/or Technical Specialists. The ISU may accept applications for such individuals for a limited number, subject to available hotel and seminar space. In such case the Member shall be responsible for the full costs (travel, accommodation and food) and shall certify in advance their agreement to support such expenses. The applications shall be submitted by the Member to the ISU Secretariat no later than **April 15, 2007** including a cover letter signed by the applying Member indicating if and up to how many candidates for Technical Controller and Technical Specialist would be requested to be entered at the Member's expense.

Members are advised that all candidates for Technical Specialist and Technical Controller as proposed either for re-certification or as 'new' nomination as well as candidates possibly accepted at the Member expense to the Seminar are expected to complete the full seminar program and must agree to sit the final examination.

## **2. Nomination of ISU and/or International Technical Controllers and/or Technical Specialists to the Frankfurt Seminar for re-certification**

All Officials who continue to meet the criteria as outlined in the Special Regulations and who, considering the period of time elapsed since their initial appointment, require re-certification are eligible for acceptance to the Frankfurt Seminar 2007 – re-certification program.

According to Rule 415, paragraph 5.b)ii) and 6.b)ii), Rule 416, paragraph 4.b)ii) and 5.b)ii), Rule 813, paragraph 5.b)iii) and 6.b)ii) and Rule 814, paragraph 4.b) iii) and 5.b)ii), for reappointment the ISU or International Technical Controllers or Technical Specialists must have participated in an ISU Seminar in the discipline(s) concerned (discipline meaning Singles – Pairs – Ice Dance – Synchronized Skating) during the **36 months preceding each annual re-nomination.**

**Technical Controllers or Technical Specialists having attended their last seminar for a given discipline before April 15, 2004 do need certification and should therefore be entered into the 2007 Frankfurt Seminar for the discipline concerned.**

The following ISU Seminars are still within this 36 months period and consequently count towards the seminar requirements for Technical Controllers respectively Technical Specialists in the discipline concerned. **The Technical Controllers and Technical Specialists having attended one of the Seminars below do therefore not yet need re-certification for the discipline(s) concerned.**

- Technical Controller/Specialist Seminar – Vancouver , July 2004;
- Technical Controller/Specialist Seminar – Warsaw, July 2004;
- Technical Controller/Specialist Seminar – Frankfurt, July 2004
- Technical Controller/Specialist Seminar and/or Moderator and/or Program Component Seminar – Frankfurt, July 2005;
- Technical Controller/Specialist Seminar and/or Program Component Seminar – Frankfurt, July 2006;
- ISU Championships 2007 (see explanation below)

**Please note that based on the proposal of the Sports Directorate, the ISU Council agreed that at all 2007 ISU Figure Skating Championships (2007 ISU European Figure Skating Championships, 2007 ISU Four Continents Figure Skating Championship, 2007 ISU World Junior Figure Skating Championships, 2007 ISU World Figure Skating Championships and 2007 ISU World Synchronized Skating Championships as well as for the ISU World Challenge Cup for Juniors Synchronized Skating 2007), the officiating Technical Controllers and Technical Specialists will receive on-site training that will be considered as an equivalent of an ISU recognized seminar for those functions, hence counting towards the fulfillment of such requirement (Rule 415, paragraph 5.b)ii), Rule 416, paragraph 4.b)ii), Rule 813, paragraph 5.b)iii), Rule 814, paragraph 4.b)iii)) for the Officials concerned. Consequently, the ISU Technical Controllers and ISU Technical Specialists officiating at 2007 ISU Figure Skating Championships are not required to attend the 2007 Frankfurt Seminar for re-certification. It is understood that the on-site training at the above-mentioned Events is open only to “officiating” Technical Controllers and “officiating” Technical Specialist, of the respective event.**

Candidates applying for re-certification, if they are presently so qualified, may re-certify in more than one discipline at this seminar. An individual examination for each discipline will be required.

The eligibility of such persons will be verified by the ISU Sports Directorate and respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for re-certification, must complete on behalf of the candidate(s) the attached application form (Appendix A) confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2007.** Late applications cannot be accepted.

### **3. Nomination of ‘new’ International Technical Controllers and/or Technical Specialists to the Frankfurt Seminar**

In 2007 a limited number of ‘new’ candidates for training will be accepted. For organizational and budgeting reasons, the maximum number of ‘new’ participants in the Frankfurt Seminar 2007 will be limited to:

- 5 Technical Controllers for Single Skating;
- 3 Technical Controllers for Pair Skating;
- 3 Technical Controllers for Ice Dancing;
- 3 Technical Controllers for Synchronized Skating;
  
- 10 Technical Specialists for Single Skating;
- 4 Technical Specialists for Pair Skating;
- 5 Technical Specialists for Ice Dancing;
- 6 Technical Specialists for Synchronized Skating.

Members are requested to complete the attached application form (Appendix C) confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2007**. Late applications will not be accepted.

Candidates proposed as ‘new’ may be entered and accepted in only **one** discipline for the 2007 seminar.

### **4. Nomination of International Technical Controllers and/or Technical Specialists for promotion to become an ISU Technical Controllers or Specialist**

Technical Controllers/Technical Specialists currently listed as “International”, who fulfill the requirements of Rule 415, paragraph 5 a), respectively Rule 416, paragraph 4 a), respectively Rule 813, paragraph 5.a), respectively Rule 814, paragraph 5.a), may enter the seminar for promotion purposes to become an ISU Technical Controller or ISU Technical Specialist.

The eligibility of such candidates will be verified by the ISU Sports Directorate and respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for promotion, must complete on behalf of the candidate(s) the attached application form (Appendix B) confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2007**. Late applications cannot be accepted.

### **5. Expense Guidelines for Technical Controller and Technical Specialists accepted to the Frankfurt Seminar 2007**

The ISU will cover hotel accommodation and full board for all accepted and confirmed participants (except those entered and accepted at the Members’ expense as stated below) for the duration of the individual seminar during the days as indicated in the travel information. A confirmation letter will be issued to each individual Member by the ISU Secretariat shortly after the entry deadline.

Those candidates who are attending the seminar for re-certification as ISU Technical Controller/Technical Specialist shall have their travel cost (economy class flight ticket, train or car) reimbursed by the ISU after the attendance of the seminars and upon receipt of an expense reimbursement request including supporting vouchers as follows:

- Participants from Germany, up to a maximum of CHF 200 per person;
- Participants from Europe (other than Germany), up to a maximum of CHF 500 per person;
- Participants from North America, up to a maximum of CHF 800 per person;

- Participants from Asia, Oceanic and South Africa, up to a maximum of CHF 1'000 per person.

For those participants who are accepted as 'new' nominations or entered for promotion as ISU Technical Controller/Technical Specialist or entered for re-certification as International Technical Controller/Technical Specialist, the full travel expenses of all candidates as accepted will be borne by the Member concerned.

Members wishing to enter individuals at their own expense must include a cover letter signed by the applying Member indicating if and up to how many candidates for Technical Controller and Technical Specialist would be requested to be entered at the Member's expense.

## 6. Data and Replay Operator Seminar

In the present circumstances, the ISU has trained a sufficient number of Data and Replay Operators to service the needs of ISU sanctioned events. For this seminar the ISU will not financially support the training of additional Data/Replay Operators.

It is however recognized that Member Federations may have a need for trained Data and Replay Operators to service the needs of their domestic activity. The ISU is prepared to train Data and Replay Operators for that purpose provided that the candidates nominated fulfill the requirements of Rule 417, paragraph 3.a)/4.a) respectively Rule 815, paragraph 3.a)/4.a)) . Such persons may be entered to the Frankfurt seminar with full expenses (travel, accommodation, food) borne by the ISU Member concerned.

The participants who complete such seminar might be recommended by the ISU Sports Directorate as ISU Data and Replay Operator or International Data and Replay Operator depending on the skills displayed during the seminar.

For Data and Replay Operators all expenses (hotel, board, travel) will be for the respective Member/participant account.

Members wishing to nominate Data and Replay Operators must complete on behalf of the candidate(s) the attached application form (Appendix D) confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2007**. Late applications cannot be accepted.

## 7. Judges Seminar/Program Component Seminar:

A three-day seminar for ISU Judges of the Figure Skating disciplines, Singles, Ice Dancing and Synchronized Skating will form part of the full program in Frankfurt in July 2007.

Each Member may nominate **one (1) candidate** from each of the three Figure Skating disciplines.

The nominees must meet the following criteria:

- Must be on the current list of ISU Judges or ISU Referees;
- Must have participated in at least one (1) International Competition and one (1) ISU Championships in the period July 1, 2005 – May 1, 2007;
- Be required to attend and complete an ISU Judges Seminar in accordance with ISU Regulations, Rule 425, paragraph 9.b) ii) respectively 818, paragraph 9.c), in the years 2007 or 2008.

Members are requested to complete the attached application form (Appendix E) confirming that the established criteria have been met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2007**. Late applications will not be accepted.

This seminar will be limited in the number of participants. The ISU reserves the right to make the determination to the final list of candidates accepted for this seminar also taking into account the need for a balanced allocation per discipline and specific geographical needs.

The acceptance of the final participants will be decided by the Sport Directorate in consultation with the respective Technical Committee. In certain cases, should it be necessary, an International Judge from a Member may be considered for acceptance. The ISU reserves the right to increase the number of participants from any ISU Member by one more person should a large number of applications not materialize.

The Judges Seminar will be presented in the following format:

- One and a half day seminar in the specific discipline presented by the Technical Committee of that discipline;
- One and a half day seminar in Program Components, directed by selected moderators. This seminar will be conducted as a joint presentation for all the disciplines.

All persons entered and accepted to the Judges Seminar must attend all three days and all sessions as presented in Frankfurt 2007.

**Please note:**

Candidates attending the Frankfurt seminar for re-certification for Technical Controller are eligible to attend the Judges Seminar if time is available or only the Program Component Seminar. The re-certification program for such candidates will be shorter than the one for 'new' candidates allowing time to attend the Program Component Seminar. Technical Specialists for re-certification are also welcome to attend the Program Component Seminar.

This seminar will count towards seminar activity for the participants.

## **8. Expense Guidelines for participants in the Judges/Program Component Seminar**

The ISU will cover hotel accommodation and full board for all participants for the duration of the seminar during the days as indicated in the confirmed travel information.

The ISU will participate towards the travel cost (economy class flight ticket, train or car) after the attendance of the seminars and upon receipt of an expense reimbursement request including supporting vouchers as follows:

- Participants from Germany, up to a maximum of CHF 200 per person;
- Participants from Europe (other than Germany), up to a maximum of CHF 500 per person;
- Participants from North America, up to a maximum of CHF 800 per person;
- Participants from Asia, Oceanic and South Africa, up to a maximum of CHF 1'000 per person.

The eligibility of such candidates will be verified by the ISU Sports Directorate and respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for the Judges/Program Component Seminar must complete on behalf of the candidate(s) the attached application form (Appendix E) confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2007**. Late applications cannot be accepted.

## **9. Referee Seminar**

A brief seminar on the role of the Referee will be offered to persons attending the Technical Controller/Specialist, Judges/Program Component Seminar. Attendance at such a seminar will count towards the Referee seminar attendance requirements for appointment as International or ISU Referee. To enroll in this seminar (on site), a person must be admitted as a candidate to one of the other recognized seminars being offered in Frankfurt.

This seminar will count towards seminar activity for the participants.

## **10. Inter-active Attendance**

There will be inter-linking sessions between the disciplines. Therefore multi-discipline Officials can participate in several disciplines seminar activity. This will include nightly open forums on current topics of interest within the ISU skating community.

It will be possible for participants in one of the above-mentioned individual seminars to participate in some parts of another individual seminar. For example candidates accepted to either the Technical Controller/Technical Specialist Seminar will have the opportunity to participate in the Program Component Seminar.

## **11. Travel Information for Arrival and Departure Dates**

- a) "New" Technical Controller/"New" Technical Specialist Seminars:  
Arrival by 18:00 hours on July 16, 2007; Departure after 17:00 hours on July 21, 2007.
- b) Technical Controller/Technical Specialist Seminars – for re-rectification:  
Arrival by 15:00 hours on July 17, 2007; Departure after 18:00 hours on July 19, 2007  
(if not attending any other seminar).
- c) Technical Controller/Technical Specialist Seminars – for promotion purposes:  
Arrival by 18:00 hours on July 16, 2007; Departure after 17:00 hours on July 21, 2007.
- d) Data and Replay Operators Seminar:  
Arrival by 09:00 hours on July 20, 2007; Departure after 17:00 hours on July 21, 2007.
- e) Judges/Program Components Seminar:  
Arrival by 09:00 hours on July 19, 2007; Departure after 17:00 hours on July 21, 2007.

## **12. Re-Nomination and appointment of International Referees, Technical Controllers, Technical Specialists, Data Operators and Replay Operators currently on the ISU lists with the qualification "International" and not requiring re-certification nor applying for promotion to the qualification "ISU"**

Members are requested to announce the names and pertinent contact details of their above-mentioned International Officials for the ISU Figure Skating disciplines.

The eligibility of such candidates according to the pertinent provisions of the respective Special Regulations will be verified by the ISU Sports Directorate and respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation as International Referee, Technical Controller, Technical Specialist, Data and Replay Operator, must complete on behalf of the candidate(s), the application forms available on the ISU Website in the member area or upon request, confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2007**. Late applications cannot be accepted.

## **13. Nomination and appointment of International Judges**

Members are requested to announce the names and pertinent contact details of their International Judges for the ISU Figure Skating disciplines.

The eligibility of such candidates (see Rule 425, paragraph 9.a) and paragraph 10) respectively Rule 818, paragraph 9.a) and paragraph 10)) will be verified by the ISU Sports Directorate and respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation as International Judges, must complete on behalf of the candidate(s) the application forms available on the ISU Website in the member area or upon request, confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2007**. Late applications cannot be accepted.

#### **14. Nomination for candidates for examination to become ISU Judges**

Members are requested to announce the names and pertinent contact details of their International Judges nominated as candidates for examination to become ISU Judges.

The eligibility of such candidates (see Rule 425, paragraph 11 respectively Rule 818, paragraph 11 & 12) will be verified by the ISU Sports Directorate and respective Technical Committee in cooperation with the ISU Secretariat. Members wishing to nominate candidates from their Federation for the examination to become ISU Judges, must complete on behalf of the candidate(s) the application forms available on the ISU Website in the member area or upon request, confirming that the established criteria have been and will be met. The application shall be submitted to the ISU Secretariat **no later than April 15, 2007 (for Synchronized Skating – November 1<sup>st</sup>, 2007)**. Late applications cannot be accepted.

#### **15. Information regarding Officials to be deleted from the respective ISU list**

In accordance with Rule 122, paragraph 1.c), Members are requested to announce the names and pertinent contact details of ISU Figure Skating Referees, ISU Technical Controllers, ISU Technical Specialists, ISU Judges, ISU Data Operators and Replay Operators who, due to the facts known to the ISU Member should be deleted from the respective ISU list (e.g. age limit, resignation by the individual, death, sanctions imposed by the ISU Member etc) by submitting the forms available on the ISU Website in the member area or upon request to the ISU Secretariat **no later than April 15, 2007**.

#### **16. Re-Appointment of ISU Referees, Technical Controllers, Technical Specialists, Data and Replay Operator and Judges**

In line with the ISU Constitution, Article 20, paragraph 3. c)ii), the re-appointment of ISU Officials and updating of lists of ISU Figure Skating Officials will be done by the respective Technical Committee subject to approval of the Sports Directorate. Consequently, Members are not requested to submit a list of their ISU Officials except when required for re-certification or promotion as outlined in the respective paragraphs above.

However Members are requested to keep the ISU Secretariat fully informed of any changes of the contact details of ISU Referees, Technical Controllers, Technical Specialists, Data and Replay Operators and Judges on the current ISU list.

Milano,  
February 15, 2007  
Lausanne

**Ottavio Cinquanta**, President  
**Fredi Schmid**, Director General