

INTERNATIONAL SKATING UNION

Communication No. 1552

Figure Skating

Frankfurt Seminar – July 12 – 18, 2009 & 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 2008 General Regulations and Special Regulations in Single and Pair Skating and Ice Dance 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 fifth 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 2009 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, 2009** 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 promotion 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 2009 – re-certification program.

Please note that based on the proposal of the Sports Directorate, the ISU Council agreed that at all 2009 ISU Figure Skating Championships (2009 ISU European Figure Skating Championships, 2009 ISU Four Continents Figure Skating Championship, 2009 ISU World Junior Figure Skating Championships, 2009 ISU World Figure Skating Championships and 2009 ISU World Synchronized Skating Championships), 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)ii)) for the Officials concerned. Consequently, the ISU Technical Controllers and ISU Technical Specialists officiating at 2009 ISU Figure Skating Championships are not required to attend the 2009 Frankfurt Seminar for re-certification. However, Technical Controllers participating in the above-mentioned ISU Championships in an on-site training must – if not yet done – sit an examination according to ISU Rule 415, paragraph 5.a) x) respectively Rule 813, paragraph 6.a) ix), which will be required to complete a two-part examination: (1) a written examination based on ISU technical regulations; and (2) a technical element identification of one Short Program/Original Dance and one Free Skating/Free Dance both with a Program Content Sheet and one Free Skating/Free Dance without a Program Content Sheet. Be advised that candidates who qualify for the possibility of re-certification at a 2009 ISU Championships and who have not yet passed the examination will be notified directly by the ISU and requested to confirm their status in this regard and to confirm their availability to sit an examination that might be conducted at such Championships.

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 - if needed - 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, 2009**. Late applications cannot be accepted.

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

In 2009 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 2009 will be limited to:

- 8 Technical Controllers for Single Skating;
- 4 Technical Controllers for Pair Skating;
- 5 Technical Controllers for Ice Dance;
- 3 Technical Controllers for Synchronized Skating;

- 12 Technical Specialists for Single Skating;
- 5 Technical Specialists for Pair Skating;
- 8 Technical Specialists for Ice Dance;
- 4 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, 2009**. Late applications will not be accepted.

Candidates proposed as ‘new’ may be entered and accepted in only **one** discipline for the 2009 seminar.

4. Nomination of International Technical Controllers and/or Technical Specialists for promotion to become an ISU Technical Controller 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, 2009**. Late applications cannot be accepted.

5. Expense Guidelines for Technical Controller and Technical Specialists accepted to the Frankfurt Seminar 2009

Accommodation and Full Board

The ISU will cover hotel accommodation and full board for all accepted and confirmed participants for re-certification of their status as ISU Technical Controller/Technical Specialist 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.

Accommodation and full board will also be covered for all candidates, attending the seminar for promotion to ISU Technical Controller or ISU Technical Specialist.

Accommodation and full board for all Technical Controllers or Technical Specialists with the qualification “International”, attending the seminar for re-certification, must be borne by the Member concerned.

Travel Expenses

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.

For candidates, who are accepted over the quotas mentioned, the travel expenses, accommodation and full board are at their own expense.

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 Members 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, 2009**. Late applications cannot be accepted.

7. National Moderators for Program Components Seminar:

A four (4) day seminar for Moderators **for the Program Components** of the Figure Skating disciplines, Singles, Pairs and Ice Dance, acting as such by appointment and in the territory of their own Member, are invited to make an application for possible acceptance to attend the Moderators seminar 2009 in Frankfurt. Those ISU Moderators, who have created the new ISU Educational DVD of Program Components, will act as ISU Moderators for this seminar.

Each Member may nominate **one (1) candidate** (Single & Pairs and Ice Dance together). The nominees must meet the following criteria:

- Must be certified by their Member as Moderators for Program Components in the territory of the Member;
- Must be in the current list of “International Judges”.

The respective Member and the Participants must certify in writing that the candidate will take the responsibility to train the Judges of the Member concerned in future and according to the guidelines received during the Frankfurt Seminar 2009 for the benefit of Figure Skating. The application shall be submitted to the ISU Secretariat **no later than April 15, 2009**. Late applications will not be accepted (use Appendix E).

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. 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.

All persons entered and accepted to the Moderators Seminar must attend all four (4) days and all sessions as presented in Frankfurt 2009.

Please note:

Candidates attending the Frankfurt seminar for re-certification for Technical Controller are eligible to attend the Moderators Seminar if time is available.

National Moderators for Program Components for the Synchronized Skating discipline may make an application for participation. Acceptance can only be granted if there is space available. The reasons of this restriction are the examples of the educational DVDs, which are only for Figure Skating (Single & Pair Skating) and Ice Dance. The educational DVD for Synchronized Skating is not yet completed.

8. Expense Guidelines for participants in the Moderators 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.

9. Referee Seminar

A half-day seminar on the role of the Referee will be offered to persons attending the Technical Controller/Specialist, Moderators 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.

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 Moderators candidates will have the opportunity to participate in the Technical Controller/Technical Specialist Seminar if time will fit.

11. Travel Information for Arrival and Departure Dates

- a) "New" Technical Controller/"New" Technical Specialist Seminars:
Arrival by 18:00 hours on July 12, 2009; Departure after 17:00 hours on July 18, 2008.
- b) Technical Controller/Technical Specialist Seminars – for re-rectification:
Arrival by 18:00 hours on July 12, 2009; Departure after 18:00 hours on July 16, 2009
(if not attending any other seminar).
- c) Technical Controller/Technical Specialist Seminars – for promotion purposes:
Arrival by 18:00 hours on July 12, 2009; Departure after 17:00 hours on July 18, 2009.
- d) Data and Replay Operators Seminar:
Arrival by 09:00 hours on July 13, 2009; Departure after 17:00 hours on July 17, 2009.
- e) Moderators Seminar:
Arrival by 18:00 hours on July 14, 2009; Departure after 18:00 hours on July 18, 2008.

12. Re-Nomination 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 on the respective attached forms “Official Application Form”. Changes in contact details should be underlined. The application shall be submitted to the ISU Secretariat **no later than April 15, 2009**. Late applications cannot be accepted.

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.

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 attached application form confirming that the established criteria have been and will be met. All supporting documents as mentioned in Rule 425, para 10. iii) or 818, para 10. a).c) must be attached to this application to be considered. The application shall be submitted to the ISU Secretariat **no later than April 15, 2009**. Late applications cannot be accepted.

14. Nomination for candidates for examination to become ISU Judges

Members wishing to nominate candidates from their Federation for the examination to become ISU Judges, must complete on behalf of the candidate(s) the attached application form confirming that the established criteria have been and will be met. 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. The application shall be submitted to the ISU Secretariat **no later than April 15, 2009 (for Synchronized Skating – November 1st, 2009)**. Late applications cannot be accepted.

15. Nominations and Appointment of International Referee or ISU Referee

Members wishing to nominate candidates from their Federation as International Referee or ISU Referee, must complete on behalf of the candidate(s) the attached application form 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, 2009**. Late applications cannot be accepted.

16. 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 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) **no later than April 15, 2009**. For resignations by the Official, please copy the resignation letter.

17. 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. For any contact details changes, please use the respective "Officials Application Form" where you can indicate the name of the person and the relevant contact detail changes (underlined) only.

Milano,
January 20, 2009
Lausanne

Ottavio Cinquanta, President

Fredi Schmid, Director General