

Post Race Guide

The following guide is intended to help the TD (or Candidate) follow the steps necessary prior to the last racer completing the course through completing all the paperwork USSS requires. Situations will arise where you might deviate from these steps due to Force Majeure or other factors but most of the time the following will help keep the TD organized.

- **Prior to the Race remind the RA and Timing Crew**
 - **TDTR** – encourage to start entering data – codex, equipment, name of race, location, etc. and if they have time to enter other data after the race starts like the Sinc time (+1), fist competitor, etc.
 - **Jury Minutes with/without Protest** – encourage the RA to record names of the Jury, COC, SR, FR, AR, Referee as well as when the Jury approved the Program, Security Measures, Course set and the gate count.
 - **TD Report** – The RA can enter as much information as possible including the Homologation Report number, Codex, Vert, etc.
 - On the racecourse the TD will record on a separate notebook, email/text or via radio the RA with Jury decisions to be added to the Jury minutes as well as delays in the program, accidents, re-runs. I suggest recording the DQ's, DNF's, DNS and RR's time on the printed start list.
 - **Communication** - Prior to the race starting you should have talked to the SR, FR, Referee, AR (if Needed) about recording DQ's, DNFs, DNS and that you will request from each to communicate via radio after the last racer finishes their findings (DH, SG & GS).
 - **Ask how they prefer to do end of run communication on DSQs**

- **Once the Last racer has gone through the Finish**
 - **Thank the ROC and Volunteers**
 - The **TD will request** (Double check with ROC their process) from the Top down (the RA will record on the Referee Report) the **DQ's, DNFs, DNS, provisionals via radio**. In Slalom the Head Gate Judge collects the gate cards and the Referee reviews them prior to publishing the Referee Report. This may add 10-15 minutes to getting the unofficial race results ready for awards.
 - **Have Referee complete & verify the referee Report - RA post it on WhatsApp** (or other method) which will start the 15 minute protest period. Referee is to sign the Referee report.
- **Steps necessary prior to the Awards**
 - **Verify that the Referee Report is correct**
 - **Have the TC or RA (ROC dependent) enter the DQ's and DNF's in the race results** and then print out the **unofficial results** for you to review.
 - **Verify the Unofficial Results** – Name of race, date, codex, Homologation number, Officials, Course setter, start and finish elevations, F Factor. Compare the Referee Report to the DQ's, DNF's, DNS and NPS's with the start list and number of finishers.
 - **EET's** – verify competitors time on results to make sure it matches
 - In races with penalties that are below 40 points, establish the minimum penalty. Also check minimum time adders and valid seed points, etc.
 - **Once the 15-minute protest period has elapsed** then awards can be presented from the unofficial results. If you do have a protest, inform the ROC of a potential delay for awards.
- **Post Protest paperwork**
 - **Jury Minutes with or without Protest** – verify Codex, Name of Race, Officials, Signatures, Notes (less is better). Notes should include Jury decisions and approvals for each run. Each recorded

decision should include the time it happened. Protests to include penalty applied and rule.

- **TD Report** – From the top down verify each line of the report. Make sure the number from the start list, less DNF's/DSQ's/NPS/DNS add up correctly – they should match the Official results total. Add any accident information and report filled out in the notes section. Identify in the note section if you made the choice to add the athlete to the USSS Concussion list after talking to his/her coach and Jury. Also add any information in regard to any sanctions in the note section.
- **TDTR** – Most often you will find errors in the TDTR – so take your time to go over it in detail and have your timers read the tapes and you check the data on TDTR. Verify that the codex, Timing equipment, name of race, date are correct. Verify that the Sinc time is correct from the tape and Sinc plus one. Pull systems A tapes (or B if you did not have A) and verify the first and last competitors times, plus the fastest competitors' time. For the second run go through the same verification but know that the last competitor on the TDTR for the second run is NOT the racer who got a second run and DQ'd or DNF'd the first run. It's always the last competitor with a combined time.
- **EET**
Verify any EET's and make sure the differential is added or subtracted from the hand time correctly.
- **Official Results**
Have the TC person print out the Official Results. Verify in detail – Name of race, date, codex, officials, gate count, **F-Factor**, course setters, Start and finish elevations, vert. Pick a few racers and verify points per second by calculating them manually. Review the times and look for any abnormalities – gaps in time or high number of points per second. If you find them go back to the tapes and verify times and what happened (racer fell and

continued). Calculating the penalty – while it's not mandatory to do so, I would suggest reviewing the top 5 point holders and top 5 (out of ten finishers) finishers points. Averaging these points will give you a close average of what the penalty will be. If you have enough time do the entire calculation. Double check Minimum time, minimum penalties, and rules for National Points Penalties.

- **Referee Reports**

These forms should have been signed off and confirmed with the Un-official results. No action required.

- **Accident Forms**

These forms may change year to year – work with the RA to make sure your current on what USSS requires (see USSS Comp Guide). When it comes to concussions, always take preventative measures with the coach and parents for the athlete and report it to USSS on the automated site. You, as the TD, are required to enter the information with USSS. Be as complete as possible.

USSS Guidelines: Any U.S. Ski & Snowboard athlete suspected of having sustained a concussion/ traumatic brain injury must be removed immediately from participation in U.S. Ski & Snowboard sporting event (e.g. sanctioned training, practice, camps, competitions or tryouts), by the Technical Delegate or member coach overseeing such sporting event. The athlete will be prohibited from further participation until evaluated and cleared in writing to resume participation in U.S. Ski & Snowboard sporting events by a qualified healthcare provider trained in the evaluation and management of concussive head injuries. The healthcare professional must certify in the clearance letter that he/she has successfully completed a continuing education course in the evaluation and management of concussive head injuries within three years of the day on which the written statement is made. Upon removal of an athlete from participation for a suspected concussion/traumatic brain injury, the TD or member coach making the removal must inform Competition Services. Athletes who have subsequently been medically cleared to resume participation must provide such medical clearance (as described above) to Competition Services in order to be permitted to participate in U.S. Ski & Snowboard sporting events.

- **TD Expenses**

- The TD Expense/Officials form is in the MPF.
- USSS TD rate is currently \$150 per day/FIS TDs \$180. If you know the mileage and expenses, you can submit to the RA or COR right

after the race. If not, simply text/email it to the RA a few days after the race is over. Google the current Federal mileage rate and mileage.

- **In Conclusion**

- **Ask the RA to cc you when they send the xml file to USSS – it's always good to have a copy for your records**
- **Follow up on any athlete that was injured with their coach**
- **Check USSS for the posted results (give a week)**
- **Have someone from the TDWG and/or Divisional TDs on speed dial if you need their help during the event. These peers can be very helpful to research questions and rules while you run the race.**