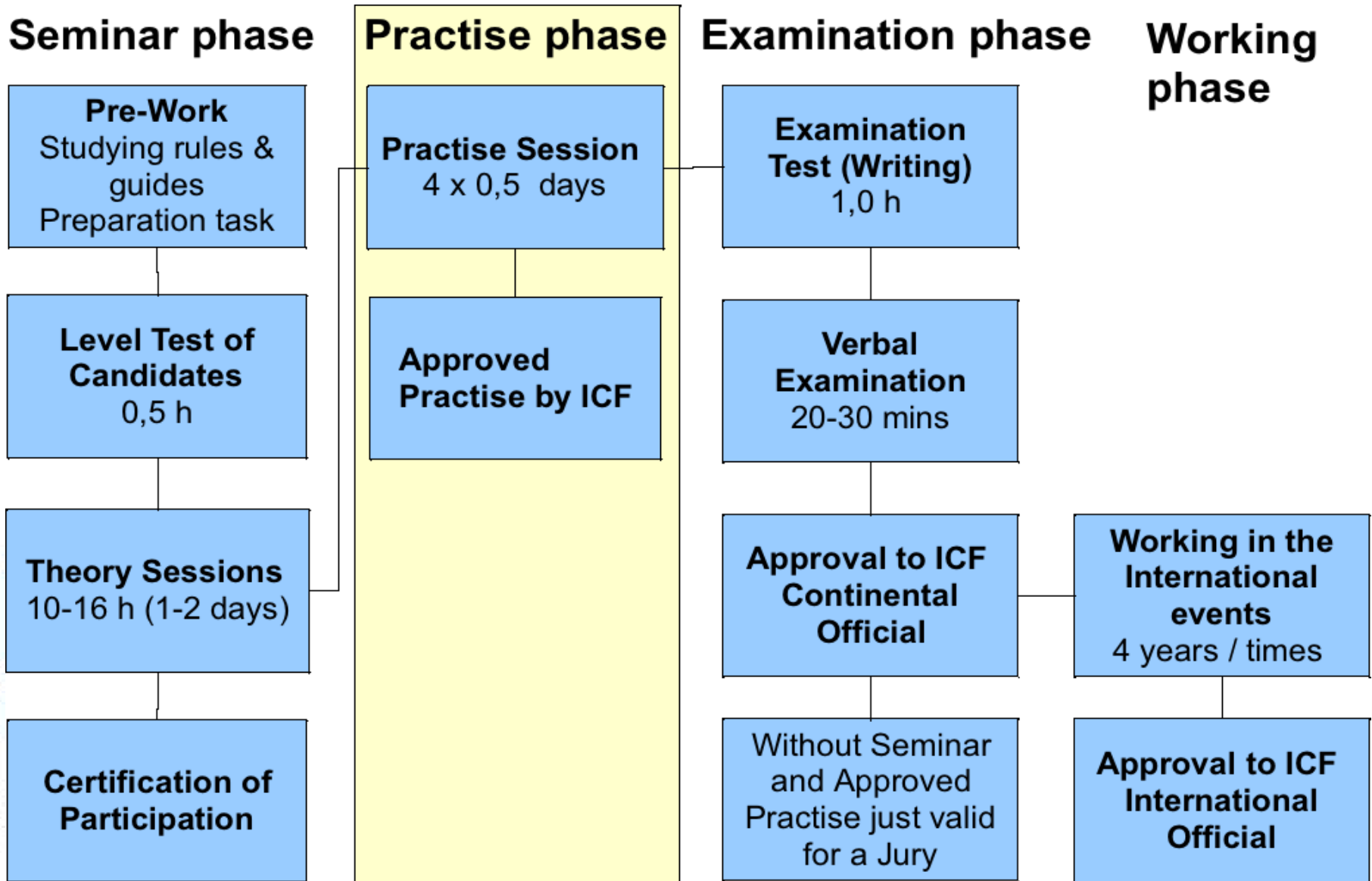


ICF Canoe Sprint Official Education Seminar

According Racing Rules 2011

Process of CSP ITO Education



Schedule for Theory Sessions

- Depends on
 - Schedule of Team leader meeting
 - Schedule of Technical meeting for Officials
 - Transportation and facilities
 - Schedule of meals
 - Needs of Candidates
 - Results of Level Test for candidates
- Will be decided at the beginning of Seminar
- Schedule is flexible to have best possible results with Candidates

Content of Theory Sessions

- Theory of Officiating (1,5 h)
- Boat Controlling (2,0 h)
- Starting (2,0 h)
- Aligning (1,0 h)
- Course Umpiring (1,5-2,0 h)
- Finishing Line (1,5 h)
- Competition Committee (2,0 h)
- ---
- Ceremonies (1,0 h)

Principals of Officiating

- Our athletes are professional, our only goal is to provide very best service we can
- Our sport is developing all the time, the officials should develop themselves too
- The officiating is team work, which means ability to communicate and co-operate with different kind of people
- Respect yourself, respect all the others
- You are as good official as you were last time

Responsibilities of ITO

- To know our canoeing sport
 - The nature of canoeing competition
 - The equipments, accessories and devices for athletes
- To be able to use equipments, devices, tools and methods for officiating
- To understand the processes of different kind of international canoeing events
- To understand the meaning of ICF CSP Racing Rules

After competitions

- Keep a log, writing down and take photos of any significant fact including rule interpretations you may have learned every day
- Discuss any incidents with other and especially more experienced officials and ask questions
- Analyse and evaluate the way you conducted your duties
- Ask feedback if not offered by more responsible officials
- Coordinative Officials should report their notes to Chief Official in written form as soon as possible

Officiating Boat Control

There are 3 different kind of Boat Controls:

- Two to three days prior to the start of the competition (**Boat Control #1**)
- Prior to embarkation of crews for the start of their race (**ID / Polyox Control, Embarkation, Boat Control #2**)
- On completion of each race (**Boat Control #2, Post-race Control, Boat Control #3**)

Boat Control Equipments

- Minimum 20 boat holders
- Boat Control forms
- Time schedule for teams
- 1100 centimetre flexible steel rule
- Calipers for outside measurements or other gauges set for 5 cm, 6 cm, and 7 cm
- 50 cm and 100 cm steel bars (straight edge) including leveler
- Event stickers and black or contrasting many waterproof marker pens

BC Equipments ...continue

- Microscope or loop (10-20x) to study hull
- Wet sponges to check the hull has no water soluble substance adhering to it
- Sharp plastic plate to collect substance off the hull
- 2-3 electronic, equal and certified scales
- Solid weights of 10 kgs (2 pieces)
- Gauges set for 520, 650, 900 and 1100 cm
- Not water absorbing extra weights of 250 kgs
- Tapes and plastic bags for extra weights
- Tables, seats and refreshments for officials

Process of Boat Control #1

- A working schedule is 5 mins per team added by 3 mins per boat
- Confirm the number of boats before fixing the schedule with the team leader
- Boats of NF should be put ready for the order: K1, C1, K2, C2, C4 and K4
- Only team leader (or coach) is allowed to accept the total weight of each boat
- Order of control depends on installations:
 - Normal: drying, marketing, inside watch, shape, measures, length, weight, extra-weight, paper work, sticker, signature

Process of BC #1... continue

- Look for daylight below the edge of bar
- Criterias to find concave area of hull
 - Corner of accretation card (0,5mm) for bar of 50cm
 - Credit card (0,9-1,0mm) for bar of 100cm
 - Critical areas are the bow, stern and near the water line
 - Transportation may cause concave surface
 - Symmetrical concave hull comes from mould
 - Most of new boats have concave hulls but near the criteria (!)
- Ask responsible measurer to re-check the findings
- Does anything offer an advantage to the competitor?
 - Refer to the Chief Official for guidance

Videos of Boat Control #1

- Example of Canoe '09 in Dartmouth
- Differences among levels of
 - Club,
 - National,
 - International,
 - World Cup
 - Continental Championships

Officiating ID / Polyox Control

- Ready to start 40-45 mins before 1st race
- Sticker of BC #1, correct lane number attached
- Any foreign substance added
- Any forbidden devices
- Competitors are properly attired:
 - correct team colours and uniformity
 - correct competitor's personal number (BIB)
 - no banned advertising material
 - no hidden devices
- Report Competition Committee 10 minutes before the start in case of any absentee

Videos ID/Polyox

- Example of Canoe '09 in Dartmouth

Differences among levels of

Club,

National,

International,

World Cup

Continental Championships

Officiating Boat Control #2

- Listen to an announcement of numbers of the boats and make a note of them
- Mark the information board to show the boats required
- Check the BIB numbers of arrived athletes
- On receipt of the boats, ensure they are dried as much as possible inside and out, and all loose gear is removed together with the lane number
- Record the weight of every boat
- Verbal and written report of not valid boats OR verbal confirmation of correct boats to CC

Videos of Boat Control #2

- Example of Canoe '09 in Dartmouth

Differences among levels of
Club,
National,
International,
World Cup
Continental Championships

Photo presentation of BC

- Boat Control photos of ICF events in 2009



Exercise #1 (Boat Control)

- Groups of 3-5 persons
- Collect all the working items according the CSP Racing rules in
 - Boat Control #1
 - ID / Polyox Control
 - Boat Control #2
- **Plan the BC #1 (order of checking) and draw the map how to work in a tent size of 6 x 15m**

Exercise #2 (Boat Control)

- Groups of 3-5 persons
- The same tent as BC #1 will be used for BC #2
- 1st competition day there will be heavy rain
- There is no other tent or more inside room

Plan the map how to work in BC #2

- Extra: the floor of tent is wooden and flexible

What extra work and things to take care you have to do to tackle this situation in BC #1 and BC #2?

Questions of Boat Control



Officiating Starting

- Starter is alone responsible for decisions to false starts: the decision is final
- Athletes will test a (new) starter immediately like childs to find their limits (also new athletes there!)
- The starter may loose the confidence of athletes only once (!)
- Other starters should follow the work: to help and to unify their own working method to others by discussion and reflection
- TV Production may be disturbed if any false starts exists => the rest of event won't be shown on TV

Requirements of Starter

- Accurate view, quick reactions
- A good command, clear speaking voice
- Self-confidence, determination
- Patience; calm and methodical approach
- Ability to make neutral judgments
- Ability to adjust own working process to unify the starts among other starters
- Clear communication to Chief Official
- Experience as athlete is an advantage

Starter's equipments

- Communication with the Chief Official (or CC)
- Loudspeakers across the starting area
- Automatic Start System installed correctly
- Reception of loud speakers at each start position
- VCR or Webcam/Laptop Video Record System
 - Replay with sound is needed
- Large clock showing the correct time
- Clear lane number indication
- Clear vision to flags of Aligners

Key things for Starter

- Important to ensure that all the starting equipments are in good working order, these utilities must be tested before each sequence of events with timing system
- A quiet, confident manner helps to relax the competitors to have fair starts
- Start of the heats, semi-finals and final of the same event should be undertaken by the same Starter
- Starter should always ask permission of Chief Official if the starting procedure may go on time

Process of Starting

- "Race Number 37, Men, K2, 500 metres, Heat 1", "Five minutes to Start"
- "Lane 1, Algeria", "Lane 2, Bolivia" ...
- "Four minutes to Start"
- "Race Number 37", "Men, K2, 500 metres, Heat 1", "3 minutes to Start"
- "Please approach the starting area", "Lane 1, Algeria", "Lane 2, Bolivia" ...
- Starter must confirm with the Chief Official to start the race
- "Two minutes to Start"
- All the boats should be taking position on at their starting position
- "One minute to Start – Please come to the start-line"
- Start the VCR System
- Waiting the Aligners' signal and watch the correct time
- "Ready" - (delay 2-3s) - "Set" - (delay 2-4s) - "Go"

Starting Command

- “Ready – Set - Go” is spoken calm and relaxed
- Hurried words may cause a false start
- Time delay between “Set” and the starting signal should be around 2-4 secs until all have catch position
- This is to allow time for:
 - Athlete to signal if he has a problem
 - To ensure that boats are stationary
 - To observe that all competitors are clearly ready to start and they are motionless - not paddling
- “Go” or starting signal it must be loud and sharp

False Start

- If an athlete starts paddling before the starting signal
- Starter must fire two shots or call “Stop”
- Check the VCR System to confirm the analysis before Starter gives the offending crew/s a warning
- A false start may be given to more than one crew if the Starter considers that more than one boat **caused** the false start
- After 1st: “Lane 6, England, False Start”, “You have a first false start”
- After 2nd: “Lane 6, England, Second False Start”, “You are disqualified”, “Please leave the Start-line”

Videos of Starting

- Example of Canoe '09 in Dartmouth

Differences among levels of

Club,

National,

International,

World Cup

Continental Championships

Photos of Starting

- Starting photos of ICF events in 2009



Exercise #3 (Starting)

- Groups of 3-5 persons
- **Plan the work of 3 starters who will start which race according to present event**
- **Explain the basis of your schedule**



Exercise #4 (Starting)

- Groups of 3-5 persons
- **Train the starting command in groups**
 - 3 times per each
 - The others will give immediate feedback
- **Discuss how is a good starting command**
 - Collect the items
- **Do the 2nd round of starts**
 - 3 times per each
 - The others will give immediate feedback

Questions of Starting



Officiating Aligning

- Checking the athletes and boats for race
 - Correct personal numbers
 - Correct seating order of crews
 - Correct lane number on the boat
 - Correct number of boats
- Ensure that bow of each boat is correctly housed in the starting gate/bucket (red flag one minute before)
- Ensure all the competitors seem to be able to start
- Show white flag to Starter when everything OK
- Show red flag again in case of false start or any incident a competitor is not able to start properly

Challenges of Aligning

- Normal position at the lane 3 and 7 behind the starting line cause difficulties to see all the boats well at the same time
- The Aligners should stand as high as possible to see better how the bows are positioned
- The limited possibility to communicate with Starter and Competition Committee just before start
- Hot conditions make it very hard work
 - Aligner should drink a lot but how to get to toilet?
- There are not too many Aligners who really are taking care to offer all the competitors a fair and equal start
- Underestimated duty

Videos of Aligning

- Canoe '09 in Dartmouth

Differences among levels of

Club,

National,

International,

World Cup

Continental Championships

Photos of Aligning

- Photos taken in ICF events in 2009



Exercise #5 (Aligning)

- Groups of 4-6 persons
- The Exercise #4 again but now with two Aligners
- The Aligners imagine the boats approaching the automatic starting system when weather conditions are different in every round:
 - The wind intends to push boats from left
 - Strong headwind intends to push backwards
 - Big waves causes balance problems to boats

Questions of Aligning



Officiating Course Umpiring

- Course Umpire (later CU) shall see to it that during a race the rules are complied with
- If any rule were broken, CU shall report the infraction to the Chief Official by
 - Red flag and lane number(s) immediately
 - By written report and signed form as soon as possible
- CU should follow the race in a catamaran
 - Parallel moving with another CU catamaran
 - Quite stationary in events of 200m
 - In special cases stationary catamarans should be used for 500m if no return canal exist and there are major problems with waves
- Ensure the safety of capsized competitors near them

Challenges of Umpiring

- How to ensure a driver goes where you want?
 - Manouvering signs must be trained before
 - CU must always use the same boat and driver
- Course Umpire should stop the race if any hindrance will appear to block any lane
- How to get near enough without disturbing?
- How to see enough when umpiring stationary?
- Who takes care of middle line (5)?
- Don't watch another Course Umpire before your own reporting
- The Chief Official, Competition Committee and TV see everything too

Positioning of Umpires

- Start to follow a race at the lane 3 and 7
- Don't forward like a snake; if you move to see some lanes better you won't see other
- CUs should slowdown and stop before finishing line
- CUs should not make any waves after finishing line, look for any capsized boat and be ready to rescue competitors
 - Is your driver able to do rescue manouvering and pick up competitors and boats safely?
- Returning to the starting line must be early
- Stay stationary before start to help competitors

Advantage vs. Rule of 5 meter

- Centre-line rule may be broken easily
 - this must always be reported
 - to show that CUs are waken
- Wash-hanging may happen even Centre-line rule won't be broken
- Wash-hanging may give unfair advantage without braking the rule of 5 m
- Double wash-hanging is a great advantage
- Wash-hanger is able to take a medal in 1000m
- The first day of event is critical for succesful work

Experience is important

- Weather may cause major problems
 - How to shelter walkie-talkie, papers and pens?
 - How keep you dry, healthy and looking smart?
- Catamarans may not work properly for several reasons
- Communication is critical
 - To clarify unclear visual or written reports
 - To report any sudden accidents or challenges
- To understand intentions of competitors
- To follow assistance and obstacles (weeds)

Videos of Course Umpiring

- Example Canoe '09 in Dartmouth

Differences among levels of

Club,

National,

International,

World Cup

Continental Championships

Photos of Course Umpiring

- Photos taken in ICF events in 2009



Exercise #6 (Course Umpiring)

- Groups of 3-5 persons
- **Plan the work of 6 Course Umpires who will work according to present event**
- **Explain the basis of your schedule**



Exercise #7 (Course Umpiring)

- Groups of 3-5 persons
- **Write a Course Umpire report of the race seen from video**
- **Discuss how to position Course Umpires who should stay quite stationary at the ends of course of 200m**
- **Explain the basis of your plan**

Questions of Course Umpiring



Officiating Finishing Line

- Record the boat numbers in an order of finish
- Manual timekeeping to backup the electronic systems
- Videorecording the finish of every boat in the race to see if competitor finished in the paddling position
- Two separate photo-finish systems used by experts who don't belong to ITOs
 - Responsible Finishing Line Judge may work with Competition Committee upper in the tower

Challenges of Finishing Line

- Vision of judges must be excellent
- Ability to concentrate in noisy conditions
- Light conditions varies from the morning to evening: challenges to eyes and systems
- Air temperature or weather overall may badly disturb the concentration of judges when sitting outside or inside
- Competition situation among judges may cause mistakes or extra pressure in the team
- Judges should not disturb other judges by "thinking loud"
- The replay of TV broadcast may be useful too

Dividing duties of Judges

- The time of winner should be recorded with 2 similar stopwatches
- At least 3 judges needed to record order
- One of them may focus to last half of boats
 - This judge may record the 2nd time of winner
- One judge should be chosen to be a main user of video recording system
- Responsible official should collect the information to the report form
- Different order of lanes (1-9 or 9-1) might be confusing

Videos of Finishing Line

- Canoe '09 in Dartmouth

Differences among levels of

Club,

National,

International,

World Cup

Continental Championships

Photos of Finishing Line



Exercise #8 (Finishing Line)

- Work alone
- **You will see several finishes of races**
- **Record the order of boats**



Exercise #9 (Finishing Line)

- Groups of 3-5 persons
- **You will see several finishes of races**
- **Record the order of boats alone**
- **Decide together which was the correct order**



Questions of Finishing Line



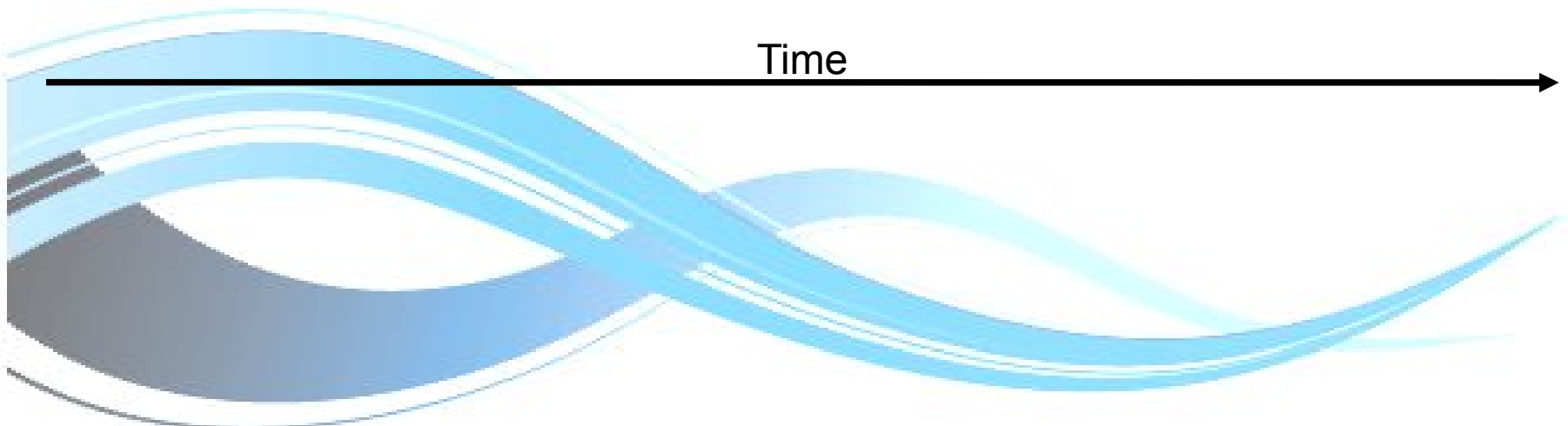
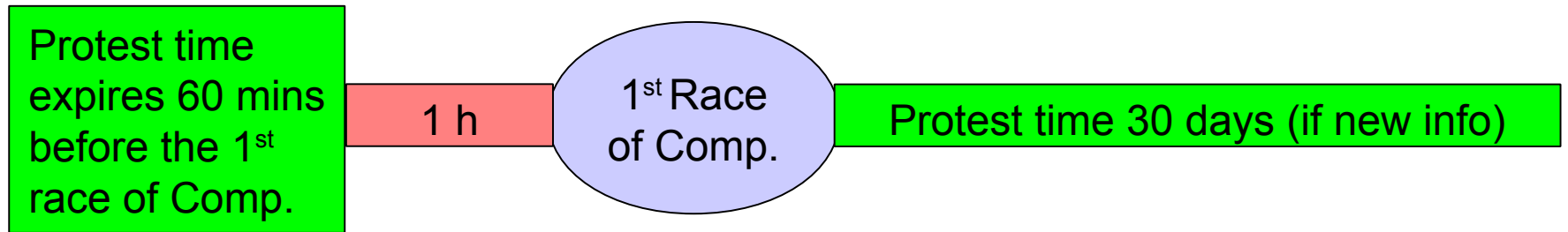
Officiating Competition Committee

- Chief Official must make her/himself available to anyone and everyone at all time
- 48 hours before the start of the competition the Chief Official with the Committee should meet the Technical Organiser to check the installations are correct
 - Organizing Committee will have 24 hours to fix inadequate arrangements before rehearsals
 - Rehearsals should cover all the duties and communication connections at afternoon before first racing day
- the Boat Control #1 should be ready 4 days before

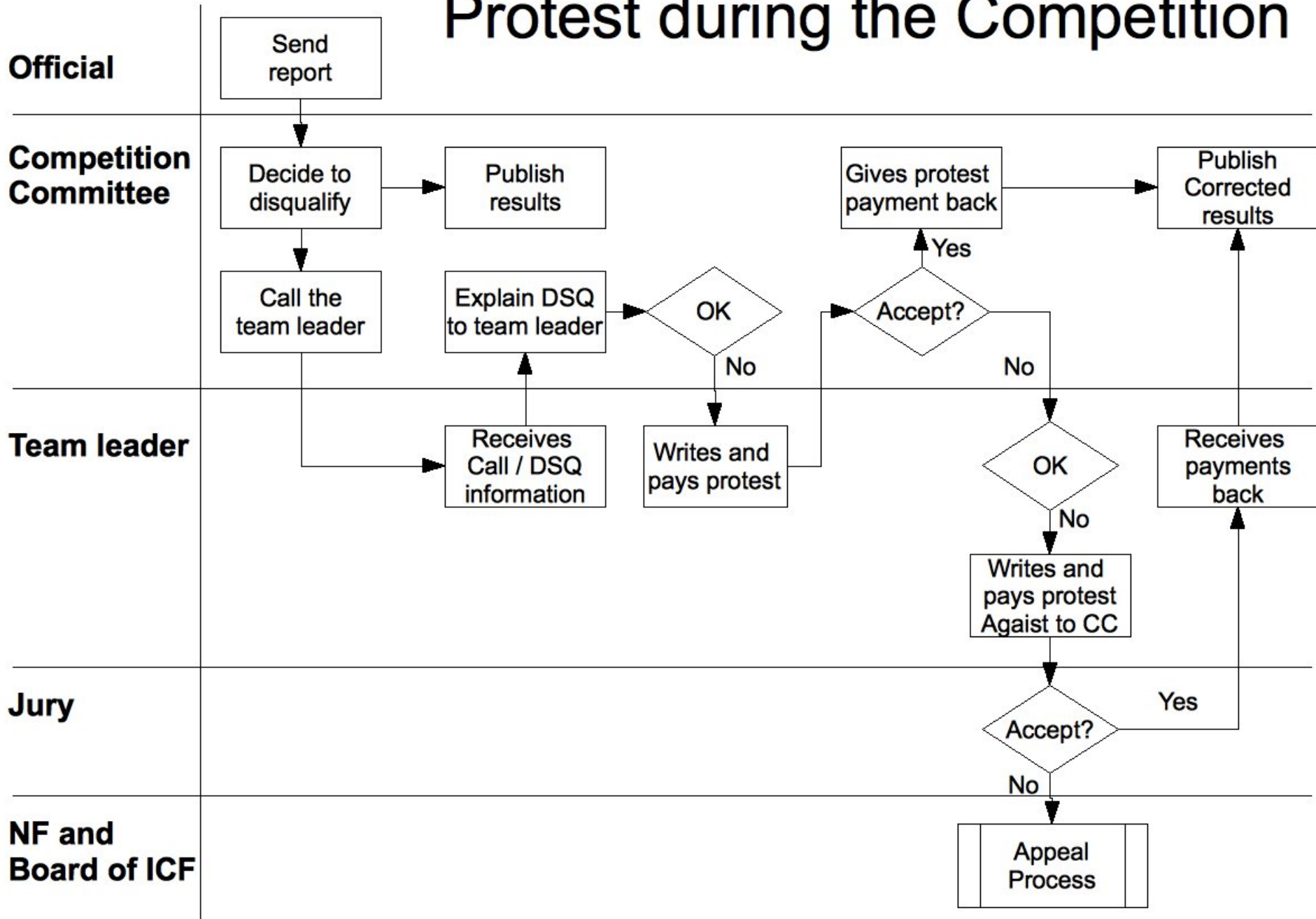
About duties of Comp. Committee

- It's only the Competition Committee and Starter who may disqualify a boat
- With each and every task the Competition Committee may come across they must consider delegation
- Each and every incident is judged accurately according to correct interpretation of the rules
- Team leader must be called to hear the report of every incident against to their competitors
- Warnings are very useful if there are
 - Red flags because of centreline rule
 - Minor mistakes in the heats of junior events

Protest against crew



Protest during the Competition

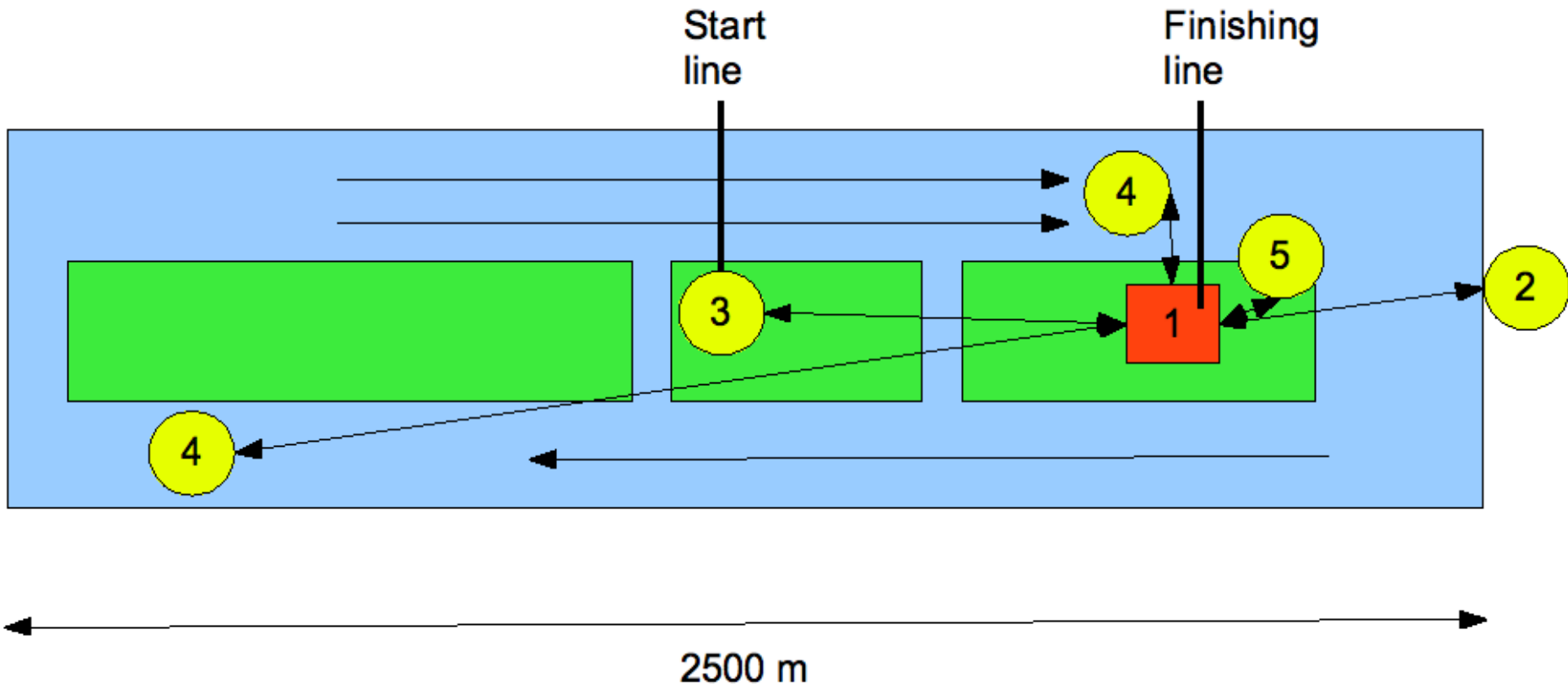


Communication of Event

- Competition Committee (later CC)
- Competition Manager
- ID/Polyox Control
- Starters
- Aligners
- Course Umpires
- Finishing Line
- Boat Control #2 (Post-race Boat Control)

Map of Communication

1. Finishing line Judges and CC
2. ID/Polyox Control
3. Starters
4. Course Umpires
5. Boat Control #2



Permissions needed in several countries

risto.lehtinen@iki.fi 2011-02-18

ID / Polyox Control to CC

- "ID / Polyox Control has started"
- "Race 1 is OK" (10 minutes before the start)
- "Race 2 line 9 Moldova didn't pass the ID / Polyox Control"
- "Race 3 line 7 Nigeria, athlete two-seven-eight has lost his ID Card" (passport might be valid)



Course Umpire # to CC

- "Course Umpire one, Alan, check-in"
- "Rescue boat is needed at 500 m of warm-up area"
- "Course Umpire two, Peter, here. I have problem with the engine. I'm not able to get to the start in time"
- "Lane 2, Uzbekistan had a red flag"



Starter to CC

- "Five minutes to start. Am I allowed to start?"
- "Thank you. We'll start the procedure"
- "There is no lane seven, Belgium, at the starting area. Should we wait for a while?"
- "Warning to lane seven, Denmark"
- "False start to lane four and six, Italy and Belarus"
- "Lane six, Belarus, second false start. You have been disqualified. Please leave the course immediately"

Boat Control to CC

- "Lane two, four, six. Thank you"
- "Race one – All clear"
- "Race two, line four, Poland, the boat was underweight 10 grams. The report is coming."
- "Lane six, Belarus, didn't pass the Boat Control"
- "Boat two, Spain, went to cool-down area and didn't arrive to the Boat Control"

Connections of Competition Manager

- Technical experts
- Walkie-Talkies
- Other communication (phone lines, mobiles)
- Starting system (+ video system)
- Timing systems (intermediate, video, photo-finish)
- Rescue team
- Weather stations (spot forecasts)
- Accreditation, transportation, accommodation
- Other: electricity, copy machines, spare equipments

Something to remember

- Some teams are listening our channels to get advantage
- Teams may have their own communication
- Walkie-Talkies and PMR systems are allowed to use in some countries without permission
- Walkie-Talkies must be waterproof and charged every evening
- Spare devices are always needed

Videos of Competition Committee

- Example of Canoe '09 in Dartmouth

Differences among levels of

Club,

National,

International,

World Cup

Continental Championships

Photos of Competition Committee



Exercise #10 Competition Committee

- Groups of 3-5 persons
- **Write two different kind of reports from Boat Control #2 and Course Umpires (total 4 reports)**
- **Give the reports to another group (the CC)**
- **Write down the consequences what will happen now in the CC**
- **Write the forms of Disqualification if needed**

Exercise #11 Competition Committee

- Groups of 3-5 persons
- **You will see photo-finish of 3 heats**
- **Record the order of boats and compare with other members of CC**
- **Write the advancement according Plan 2/B alone**
- **Write down the order of following semifinals**
- **Compare the results**

Questions of Competition Committee



Running ICF Ceremonies

- The Chief Official must have a control of all things happening during the competitions
- Timing of final races and ceremonies is tight
- The schedule may change because of false starts or any unforeseen things (weather storms, accidents, missing people or uniforms etc)
- Presence of live TV must be understood by all the stakeholders (athletes, team leaders, judges, jury)
- ICF has the Manual for Ceremonies which should be consider as rules

Videos of Ceremonies

- Example of Canoe '09 in Dartmouth

Differences among levels of

Club,

National,

International,

World Cup

Continental Championships

Photos of Ceremonies



Questions of Ceremonies



Exercise #12 (Extra)

- Groups of 3-5 persons
- Will be announced at the end of the seminar depending on the time table and the learning curve of the candidates



Any comments

- Material based on ICF Canoe Sprint Rules 2011
- Personal inspiration to ICF officiating from John Leukemans
- Strongly supported by excellent Chief Official Elly Müller
- Some ideas picked from Rowland Jones
- The goal is to offer latest practical information to new official candidates of Canoe Sprint from national to international
 - This material is public and free to use without modifications
- Please contact author by email to [risto.lehtinen\(a\)iki.fi](mailto:risto.lehtinen@iki.fi) if
 - Some information should be corrected
 - Any idea which other information should be here
 - Important practical tips are missing
 - You would like to get all the videos of officiating