



Team Leaders Meeting Agenda

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1 (Updated version after the meeting)



1. Welcome

International Canoe Federation, Tokyo 2020 Organising Committee and Japan Canoe Federation.

2. Roll call of National Federations

Calculation of simple majority should a vote be required. Chief Official also has a vote and in case of a tied vote the Chief Official has the casting vote.

AND - ANDORRA	JPN - JAPAN
ARG - ARGENTINA	KAZ - KAZAKSTAN
AUS - AUSTRALIA	MAR - MOROCCO
AUT - AUSTRIA	MEX - MEXICO
BEL - BELGIUM	NED - NETHERLANDS
BRA - BRASIL	NZL - NEW ZEALAND
CAN - CANADA	POL - POLAND
CHN - CHINA	POR - PORTUGAL
COK - COOK ISLANDS	ROC - RUSSIAN OLYMPIC COMMITTEE
CRO - CROATIA	SEN - SENEGAL
CZE - CZECH REPUBLIC	SLO - SLOVENIA
ESP - SPAIN	SUI - SWITZERLAND
FRA - FRANCE	SVK - SLOVAKIA
GBR - GREAT BRITAIN	SWE - SWEDEN
GER - GERMANY	TPE - CHINESE TAIPEI
IRL - IRELAND	UKR - UKRAINE
ITA - ITALY	USA - UNITED STATES OF AMERICA

2 (Updated version after the meeting)



3. Competition Officials

Role	Name
Jury Chair	Thomas KONIETZKO (GER)
Jury Member	Shoken NARITA (JPN)
Jury Member	Lluís RABANEDA I CASELLES (ESP)
Competition Manager	Toshi FURUYA (JPN)
Chief Official	Jean Michel PRONO (FRA)
Chief Judge	Sue NATOLI (AUS)
Assistant Chief Judge	Alena MASKOVA (CZE)
Technical Organiser	Satoru TOKUNAGA (JPN)
Course designer nominated by the ICF	Marianne AGULHON (FRA)
Course designer nominated by the ICF	Mark DELANEY (GBR)

4. Approval of the agenda

5. IOC rule 50

6. ICF Information during the competition – WhatsApp group

<https://planet.canoeicf.com/CSL-TOKYO2020>

7. Heat countermeasures

3 (Updated version after the meeting)



8. COVID-19 pandemic countermeasures

8.1 The Playbook Athletes and Officials:

<https://gtimg.tokyo2020.org/image/upload/production/mlmqnsphvt47sw0ftwbl.pdf>

Key reminder #1 - When do the rules apply?

As outlined in each section, rules apply in the 14 days before you travel, during your journey, **throughout your time in Japan** and until your arrival at home – including wearing a face mask at all times, washing your hands and using hand sanitiser regularly.

Key reminder #2 – Wear a face mask according W.H.O. recommendations:

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/when-and-how-to-use-masks>

8.2 Sport Specific Countermeasures at the Canoe Slalom venue

https://www.canoeicf.com/sites/default/files/ksc_covid-19_sport_specific_countermeasures-final6-25.pdf

Key reminder

15. Bank of FOP

- There will be stickers along the course 1.5 m apart to indicate appropriate physical distance between accredited people.
- Patrol officers will encourage people to keep a physical distance.
- No loud cheering or ~~shouting~~ is allowed.
- ~~Do not stop to cheer on the right bank. It is recommended that athletes only use the right bank for observation of the course.~~

You can run to follow your athletes **on the right bank (only)** without loud cheering behind the mast line.

8.3 Close contact management

Close contact athletes will be allowed to train and compete with additional countermeasures.

9. Provisional start list review

10. Entry data Checklist – headshot photographs

⁴ (Updated version after the meeting)



11. Competition format

11.1 Overview

Phase	Start interval	Progression to the next phase
Heats (Run 1 & 2)	00:02:30	The progression will be based on the best result of the two Heat runs of the athlete. Athletes will compete in both heat runs (Rules 12.4.2, 12.4.3 and 10.19.1).
Semi final	00:03:00	10 best ranked athletes will progress to the final phase
Final	00:03:30	X

11.2 Progression from heats phase to semi final phase

Based on the number of entries per event confirmed at the team leaders meeting on 22 July at 17.30, the best ranked athletes after the Heat phase will progress to the Semifinal:

Number of entries	Number of athletes progressing to the Semi final
17 to 18	15
19 to 20	16
21 to 22	18
23 to 24	20
25 to 26	22
27 to 28	24

11.3 Summary of expected progressions

	Entries	Heats to Semi final	Semi final to final
Men's Canoe	18	15	10
Women's Kayak	27	24	10
Women's Canoe	22	18	10
Men's Kayak	24	20	10

12. Sport Specific Regulation due to Covid-19 pandemic

An athlete who is unable to start any phase of their event will not be disqualified and will be marked as DNS.

In case an athlete who has qualified for the semi-final or final is not able to compete due to COVID-19, the next best ranked athlete from the previous phase will be brought forward to fill the vacant place.

5 (Updated version after the meeting)



13. Competition schedule

See attached document.

The course is closed following the end of official training (Saturday 24th July at 10.00) until the end of the competition.

14. Course information

Name of Course	Kasai Canoe Slalom Centre
Competition Course length	230m (start to finish line)
Competition course drop	4.5 m
Competition course flow	12 m ³ /s
Water regulation on course	Pumping system

15. Course design timetable

Heats course map and Semi-final / final course map will be distributed by Saturday 24th July at 10.15.

16. Bibs distribution

The competition bibs will be distributed at the sport information desk from 10.30 on Saturday 24th July.

The training bibs must be given back at the same time to the sport information desk.

Competition bibs remain the property of each athlete.

17. Demonstration runs

17.1 Demonstrators / forerunners

Event		Start bibs	Demonstrators & forerunners
MC1	Left	F1	SASAKI Shota (JPN)
	WK1	F2	GALUSKOVA Antonia (CZE)
WC1		F3	YAGI Airi (JPN)
	MK1	F4	DELASSUS Anatole (FRA)
MC1	Right	F5	ECHANIZ Pau (ESP)
	WK1	F6	OKAZAKI Haruka (JPN)
WC1		F7	HOCEVAR Eva Alina (SLO)
	MK1	F8	YAZAWA Kazuki (JPN)

6 (Updated version after the meeting)



17.2 Schedule for Demonstration Runs Heats course

Start	Finish	DAY 1 - 24 July	Number	Interval	Elapsed Time
10:00:00	13:00:00	Heats course - construction	1	03:00:00	03:00:00
13:00:00	13:45:00	Heats course - tuning	1	00:45:00	00:45:00
		Interval			00:15:00
14:00:00	14:20:00	Heats course - full length #1	8	00:02:30	00:20:00
		Interval			00:10:00
14:30:00	14:45:00	Heats course - course approval	1	00:15:00	00:15:00
		Interval			00:30:00
15:15:00	15:35:00	Heats course - full length #2 & rehearsal	8	00:02:30	00:20:00
15:35:00	17:00:00	Course observation	1	01:25:00	01:25:00
17:00:00	17:00:00	Water off	1	00:00:00	00:00:00

17.3 Schedule for Demonstration Runs Semi-final / Final course

Start	Finish	DAY 3 - 26 July SEMI FINAL AND FINAL - Men's Canoe	Number	Interval	Elapsed Time
08:00:00	08:15:00	Water on	1	00:15:00	00:15:00
08:00:00	09:15:00	SF/F course - construction	1	01:15:00	01:15:00
09:15:00	10:00:00	SF/F course - tuning	1	00:45:00	00:45:00
10:00:00	10:28:00	SF/F course - full length #1	8	00:03:30	00:28:00
		Interval			00:02:00
10:30:00	10:45:00	SF/F course - course approval	1	00:15:00	00:15:00
		Interval			00:30:00
11:15:00	11:45:00	SF/F course - full length #2 & rehearsal	8	00:03:30	00:30:00
		Interval			00:15:00
12:00:00	12:45:00	SF/F course - gate regulation	1	00:45:00	00:45:00
13:45:00	13:51:00	Forerunners (MC1)	2	00:03:00	00:06:00

18. Course approval

Call for nomination from the Coaches/Team Leaders to be an "observer" to the Course Approval Committee

Team leader representative

Roberto D'Angelo (BEL)

Course approval will take place immediately following the demonstration runs at the end of the course near the bridge.

⁷ (Updated version after the meeting)



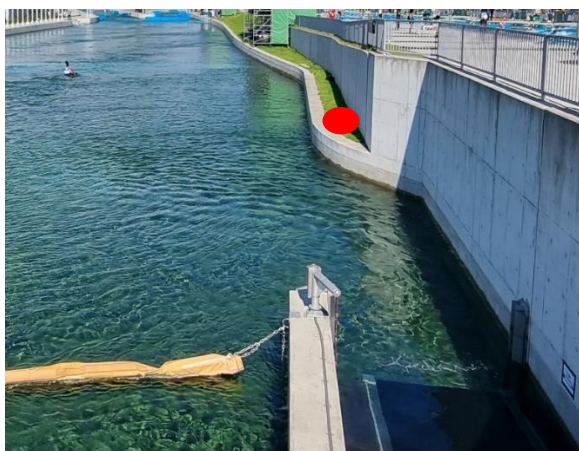
19. Pre start and start procedure

19.1 Clock on the training channel

There will be two clocks showing time of day on the bridge on the training channel.



19.2 Pre start procedure



Athletes will be responsible for getting to the Start position on time.

A pre starter will be at the bottom of the conveyor belt on the bank to call the athletes if requested and regulate the access to the conveyor belt.

There will be a start clock on the fence above the start of the conveyor belt.

2 boats are allowed to be in the start pool and 1 boat in the start block.

Conveyor belt ride duration is 2 minutes

8 (Updated version after the meeting)

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19.3 Start procedure



Athletes may move to the start position once the previous athlete has broken the beam but must be at the start position 15 seconds before their start.

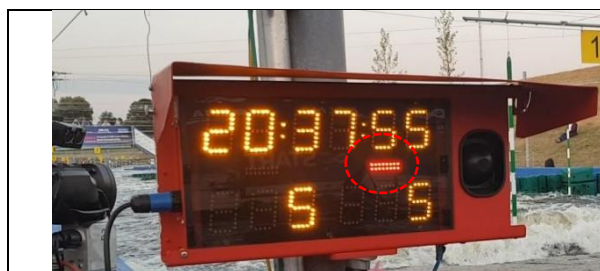
Athletes must start facing downstream in between the start blocks.

The beam line is located at the top of the first drop.

At the start, there will be a countdown clock showing the time to start.

There will be an acoustic signal (10 seconds before start - 4 shorts, 1 long - start).

Athletes must start **within 3 seconds** of their start time:



Red light → the athlete can't leave the start position



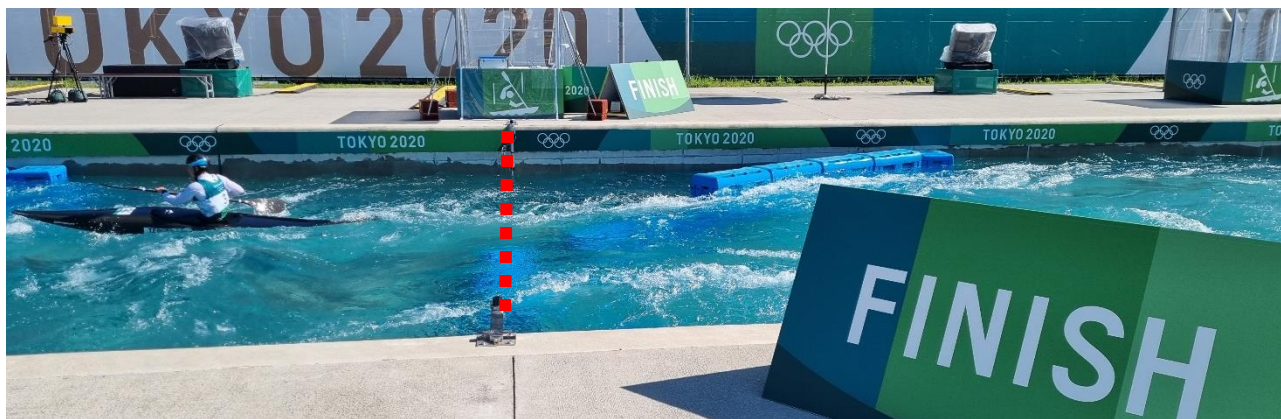
Green light → the athlete can leave the start position

At all times, the athletes must follow the Starter's instruction or they may be disqualified for the run.



20. Finish procedure

20.1 Finish line and exit via the finish pool



The finish beam is marked by a "finish line" board on the bank (below mast #20).

Cool down must take place in the finish pool.

Athletes must exit via the stairs in the finish pool to access the finish area and pass to equipment control.

Athletes must not leave the finish area until dismissed by the Equipment Control Technical Official **and** once they are no longer needed for the ceremonies, anti-doping, media or equipment control.

20.2 Equipment control

On every run each athlete must pass through Equipment Control.

20.3 Mixed zone

Run	Mixed Zone	Notes
Heat run 1	X	Not mandatory
Heat run 2	Walk-through the mixed zone for all athletes.	Mandatory
Semi-Finals	Walk-through the mixed zone except for already qualified athletes.	If an athlete is shown as qualified for the final (Q on the scoreboard) when they arrive in the finish pool, they are not mandated to go through to the mixed zone.
Finals	Walk through the mixed zone for all athletes.	Top three athletes stay in the celebration area next to the bridge.



20.4 Anti-Doping

Notification for Doping Control will take place near Equipment Control. Those selected for Doping Control on a heats day will be notified after the second run.

20.5 Other Final Phase Procedures

Before each final, all competing athletes will be required to deposit their NOC medal ceremony uniform and shoes in a plastic box at the Sports Information Desk 30 minutes before the Finals start.

This plastic box will be taken to Equipment Control to be available for the Victory Ceremony.

Athletes may change into NOC medal ceremony uniform to walk through the mixed zone.

Athletes in current positions 1, 2 and 3 must wait in celebration area (next to the bridge), until the race is completed (no interview).

Medallists will be taken out of the mixed zone in time for Victory Ceremony preparation.

21. Enquiry and protest desk

21.1 Location

The Enquiry desk is located in front of the OVR. The check list screen will be under the tent (see #18, venue map).

To make an enquiry or a protest, please enter in the room to fill the paper (see #9, venue map).

21.2 Process

For enquiry, please refer to the ICF rule 11.1 (reminder not enquiry during final phase)

For protest, please refer to the ICF rule 11.2

For appeal to the Jury, please refer to the ICF rule 11.3

21.3 Team leader upgrade card

Each NOC will receive an upgrade card "NOC CSL Team leader".

This upgrade card is provided by the Sport Information Desk to each NOC and it is transferable within the Team.

This upgrade card is mandatory to access the enquiry desk.

11 (Updated version after the meeting)



22. Results

22.1 Tokyo 2020 information system

Tokyo2020 distributes the information on <https://myinfo.tokyo2020.org/>

User: Accreditation number (first seven digits)

Password: Date of birth (DDMMYYYY)

22.2 ICF website with a direct link to the TOKYO 2020 Live Results system

<https://www.canoeicf.com/canoe-slalom-olympics/tokyo-2020/results>

23. Technical Video Services (TVS) and Video Judge

Download file solution in each NOC tent (see the process to connect in appendix 2)

Recording solution in the NOC tent for the NOC having book the service:

Setting of ICF equipment will be done on Friday 23 July.

The test session with each NOC will be done on Saturday 24 July from 9.00 to 12.00 with the ICF TVS coordinator.

24. Victory Ceremonies

24.1 Schedule

10 minutes after each final (see appendix 3 – activity list)

24.2 Process

Medallists must marshal at the preparation tent directly after leaving the celebration area.

Medallist must wear only their NOC medal ceremony uniform.

No phones, mascots, headphones, sport equipment or other items.

All finalists must place their national team uniform in the baskets provided at Sport Information desk prior to the final.

The ICF and Tokyo 2020 encourage all NOC to attend the victory ceremonies.



25. Medical services location and availability

During the competition we will have one medical crew on each bank and one at the medical station (see #3, venue map).

26. Water safety and rescue

During the competition we will have water rescue team on both banks (30 minutes before competition start).

27. Access to the training channel for warm-up and training

Access to the training channel and the lake is free during the whole opening time of the venue.

Bibs are mandatory to paddle at any time.

Buoyancy jacket is mandatory to paddle on the training channel. **Helmet is not mandatory on the training channel.**

During the competition time, it is forbidden to train, warm-up or cool-down in the red zone:





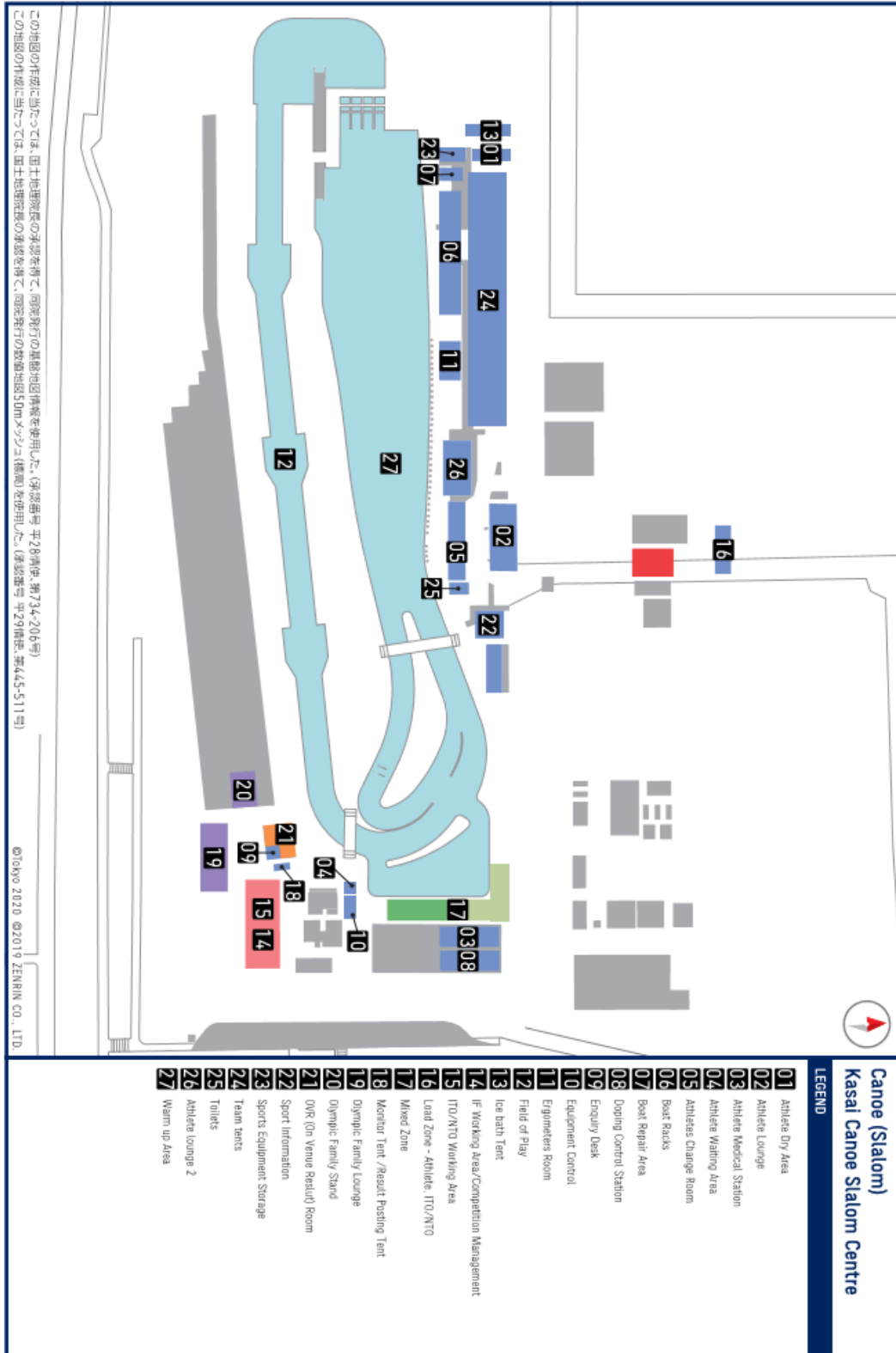
28. Questions / other business

- Rail camera: it is forbidden to walk in front of the rail camera during demonstration runs and competition (from 15 minutes prior the 1st forerunner until the end of the session).
- When encouraging the athletes please remember whistling, shouting, loud cheering is not permitted due to COVID19 countermeasures. Furthermore, the following items are not permitted at the venue:





29. Appendix 1 – Venue Map



15 (Updated version after the meeting)



30. Appendix 2 – TVS downloading configuration

On a network share TVS in the folders **odd** and **even** the single TVS-files per athlete are stored.

The naming scheme is:

class	run	raceday	Bib	separator	filetype
WC1	HT1			-	mp4
MC1	HT2			.	
WK1	SF				
MK1	FI				

Examples:

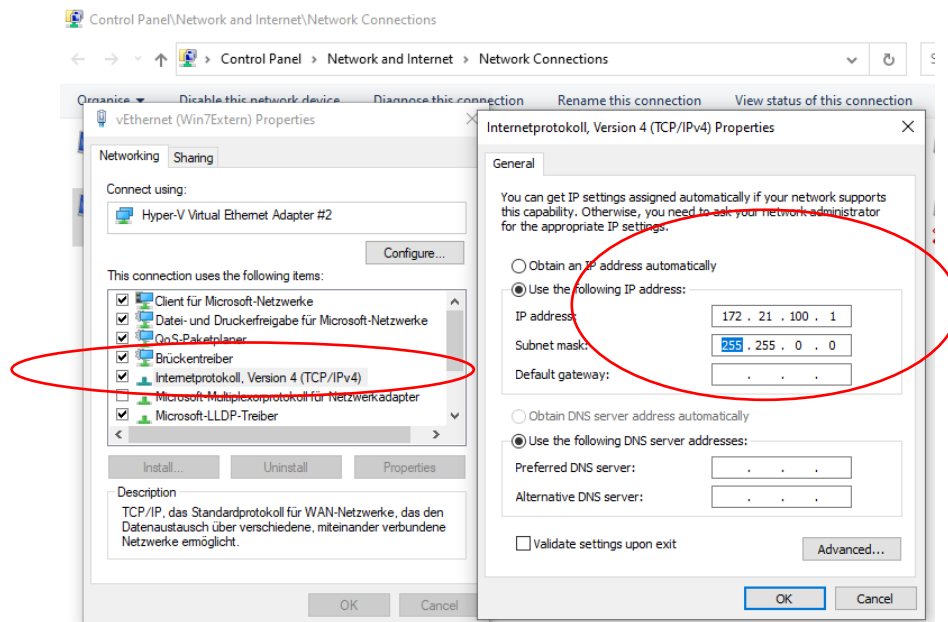
MC1_HT1_25_9.mp4

WK1_SF_27_5.mp4

MK1_FI_30_1.mp4

30.1 IP Address Setting

Set the IP address to your assigned address from the table below.





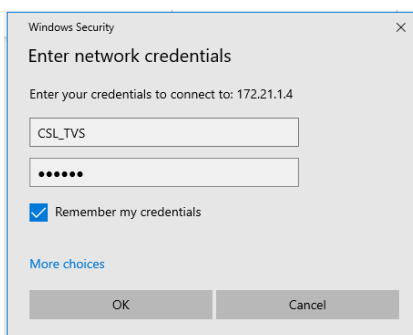
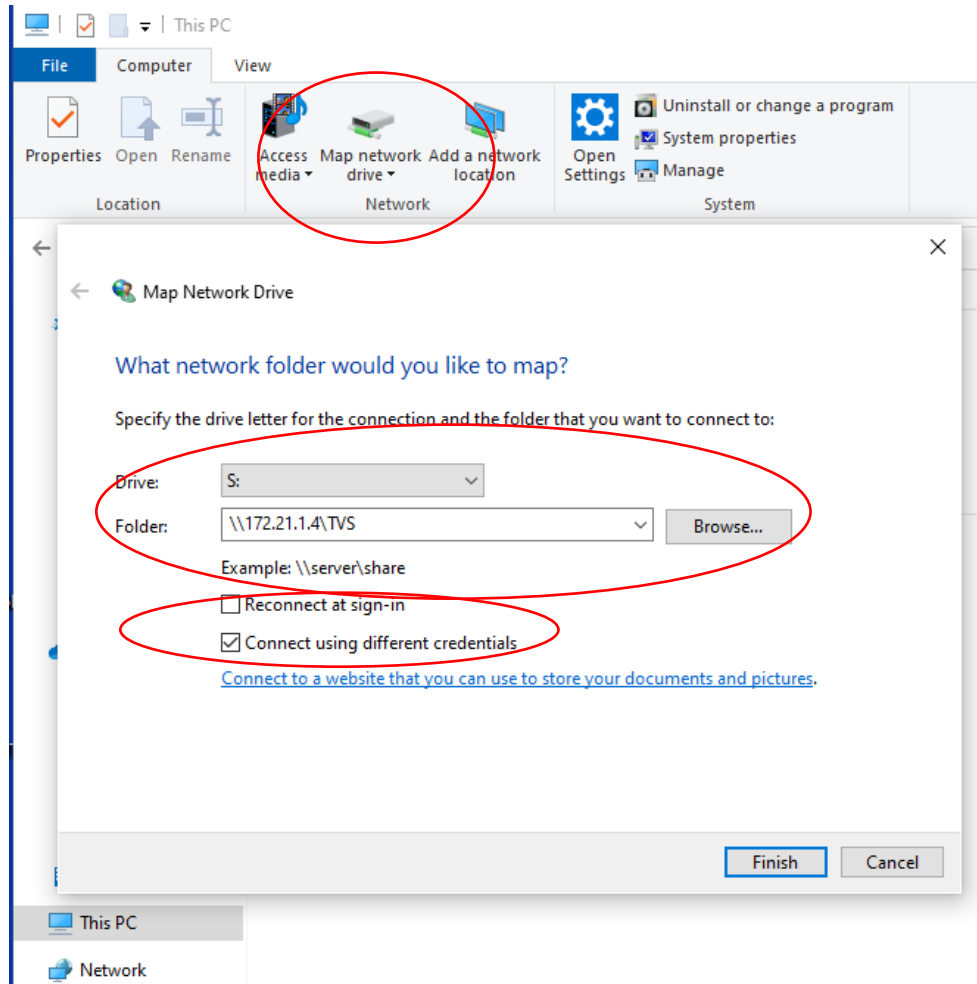
30.2 IP Address Assignment Table

NOC	IP Address
AND	172.21.100.1
ARG	172.21.100.2
AUS	172.21.100.3
AUT	172.21.100.4
BEL	172.21.100.5
BRA	172.21.100.6
CAN	172.21.100.7
CHN	172.21.100.8
COK	172.21.100.9
CRO	172.21.100.10
CZE	172.21.100.11
ESP	172.21.100.12
FRA	172.21.100.13
GBR	172.21.100.14
GER	172.21.100.15
IRL	172.21.100.16
ITA	172.21.100.17
JPN	172.21.100.18
KAZ	172.21.100.19
MAR	172.21.100.20
MEX	172.21.100.21
NED	172.21.100.22
NZL	172.21.100.23
POL	172.21.100.24
POR	172.21.100.25
ROC	172.21.100.26
SEN	172.21.100.27
SLO	172.21.100.28
SUI	172.21.100.29
SVK	172.21.100.30
SWE	172.21.100.31
TPE	172.21.100.32
UKR	172.21.100.33
USA	172.21.100.34



30.3 Share connect

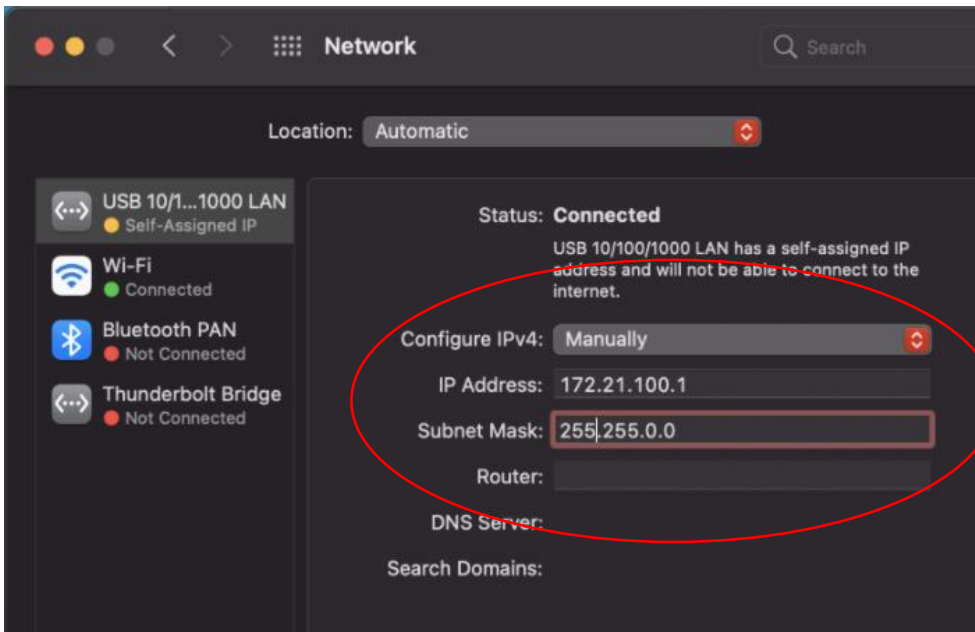
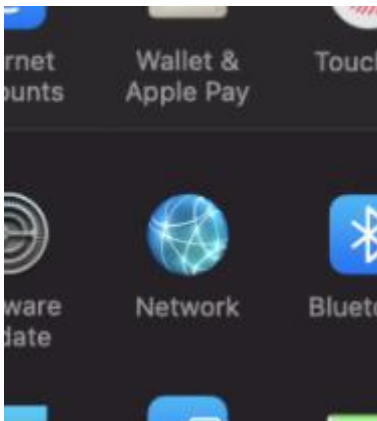
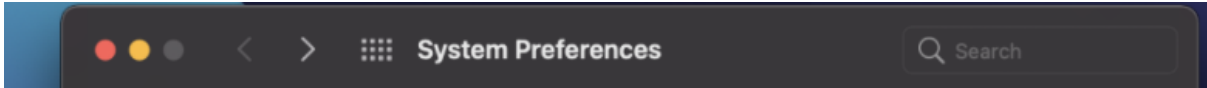
A share TVS has to be connected the following way with the user CSL_TVS and password: icftvs.





30.4 Similar actions have to be done on an Apple MAC-system:

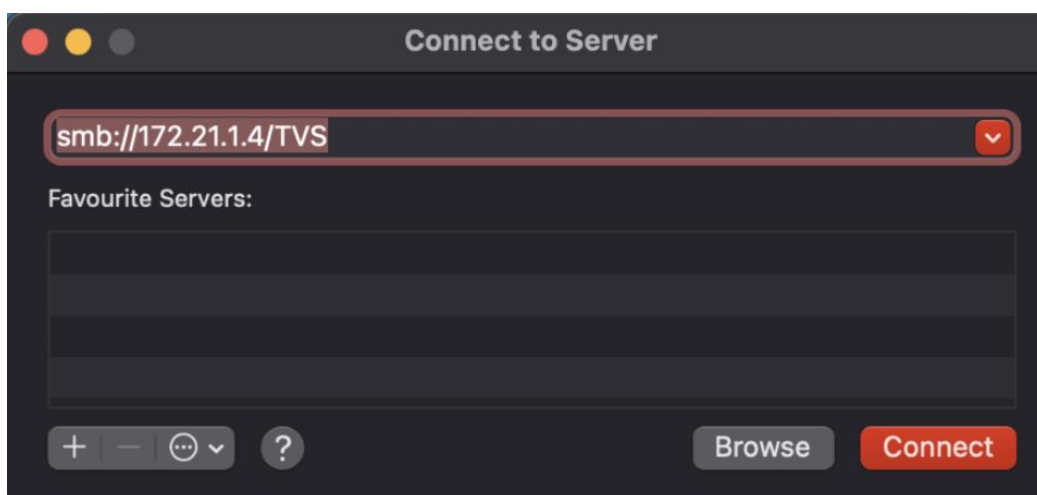
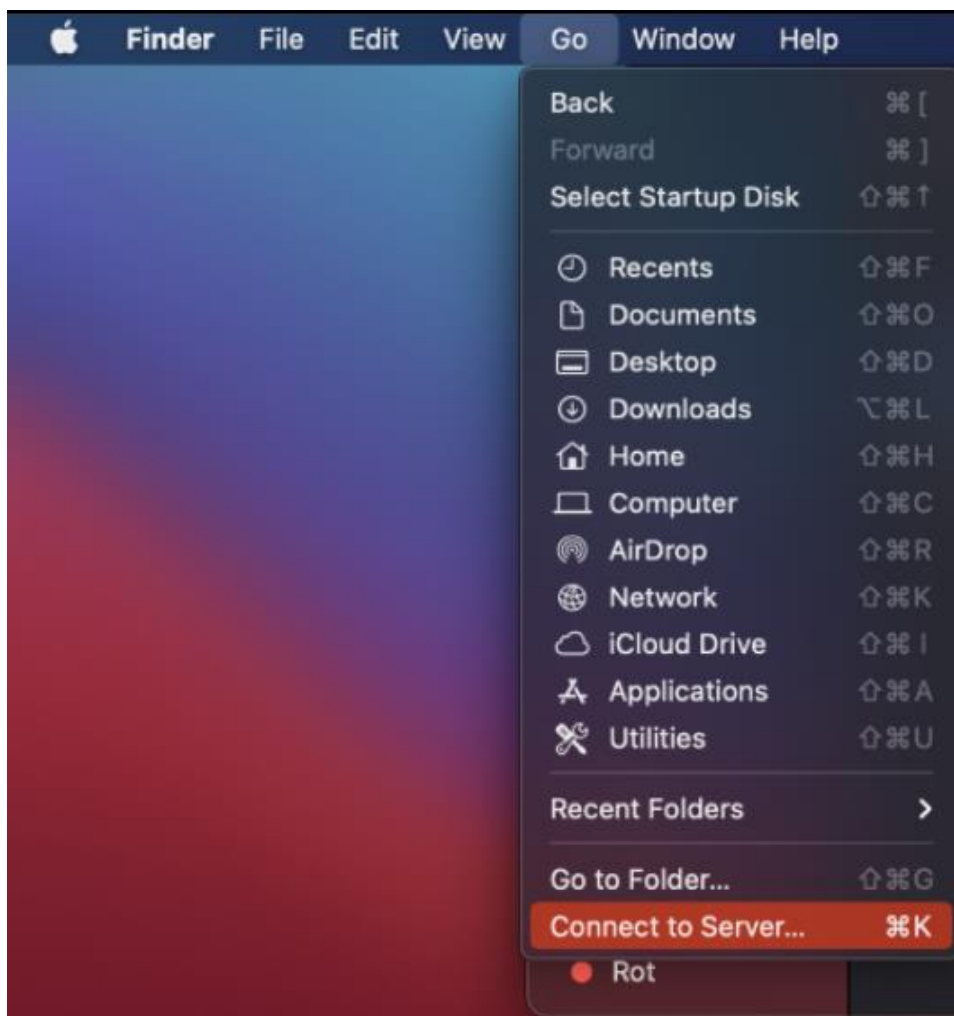
In **System** preferences:





Canoe Slalom

TOKYO 2020




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Canoe Slalom

TOKYO 2020

 Enter your name and password for the server "172.21.1.4".

Connect As: Guest
 Registered User

Name:

Password:

Remember this password in my keychain

