

## CHECKLIST FOR TEAM CAPTAINS' MEETING

ICR ART.	AGENDA	CONTROL			NOTES
		1	2	3	
213/216	<b>1. Welcome/Introduction/Roll Call/Attendance List/Agenda</b>				FIS form
603.3.7	<b>2. Approval of minutes of the last meeting</b>				FIS form
603.3.1	<b>3. Technical Part</b>				
603.4	• Appointment of jury	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	603.4.9.1
605	• Appointment of course setters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	WC and COC list
607	• Ratification of forerunners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Classification WC and COC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	FIS
215	• Updating of entries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Quota (WC/COC/FIS)
704	• 1st training list and others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	621.7
217/621	• Drawing of lots	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	603.4.6/621.9
608.1	• Wearing of start numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
617.2.2	• Rules for protests (15')	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	640
	• Start list of 2nd run	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	621.10
	• Report of the day by the O.C.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
206/207/222	• Report by the Technical Delegate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	603.4.9
	• Report by the other members of the jury	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
213/704/804	• Review of the intended programme (good or bad weather)				904/1004
	- Weather forecast	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	- Orientation of the courses in the area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	- Inspection of the course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	- Course preparation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	603.4.6.1
	- Medical services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	603.3.9
	- Training course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	614.1.3
	• Proposal of team captains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Final programme				
	- First run on lift	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	- Jury meeting at start or at finish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	- Time and place of prizegiving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	618
219/618	• Distribution of radio equipment (Jury)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6034.8
	<b>4. Administrative Part</b>				
216/220	• Accrediting of teams, officials, press, radio, TV, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Lodging, meals, refreshments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Règlement WC and COC
	• Issuing and returning of start numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Official statements/notice board	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Re-imburements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Mailbox at the race office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Clothing check	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Parking/lift facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	702.4
	• Opening hours of the race office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Check on radio sets (PTT)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Next meeting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<b>5. Miscellaneous</b>				
	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	