

**TD Duties at Regional Events:** This checklist serves as a guide only. Please refer to the ICR for detailed responsibilities. **Bring ICR to race.**

Ensure a fair Safe competition	
	<p><b>Check-in with COR 1 week before event:</b></p> <ul style="list-style-type: none"> <li>• Inquire about issues and concerns</li> <li>• Make sure the current National points list is used (U16)</li> <li>• ask about program</li> <li>• Ski patrol, first aid and medical plan is established</li> <li>• Adequate officials and course crew</li> </ul>
	<p><b>Determine prior to race or at TC meeting:</b></p> <ul style="list-style-type: none"> <li>• Time and place of Jury inspections</li> <li>• Start list and entries are valid</li> <li>• Racer inspection guidelines</li> <li>• # and ability of forerunners</li> <li>• Determine intervals and side slipping frequency</li> </ul>
	<p><b>Inspect the course:</b></p> <ul style="list-style-type: none"> <li>• Inspect safety of course: start, b-netting, crowd control, finish area, obstacles</li> <li>• Know setting requirements: #, distances and combinations</li> <li>• 1<sup>st</sup>, last, delay gates and combinations have outside gates</li> <li>• Spot check gate panel installation</li> <li>• Count number of gates and direction changes</li> <li>• Approve course, medical plan and security (as set) with Jury.</li> <li>• Advise Start Referee, of approval, follow program for inspection</li> </ul>
	<p><b>Prior to race start:</b></p> <ul style="list-style-type: none"> <li>• Determine jury member positions on course</li> <li>• Radio protocol: separate channel for Jury</li> <li>• Start-Stop Protocol, course clears</li> <li>• Ensure Start &amp; Finish referee are aligned on process</li> <li>• Ensure timing is ready and synchronization complete</li> <li>• Finish timing posts are cut</li> <li>• Dying of the course is complete</li> <li>• Officials and Gate Judges are in place</li> <li>• Spare gates and equipment is at the ready</li> </ul>
	<p><b>During the race:</b></p> <ul style="list-style-type: none"> <li>• Rules are followed</li> <li>• Call abandons</li> <li>• maintain course in your section</li> <li>• Course maintained from 1<sup>st</sup> to last racer</li> <li>• Timing has times for all racers</li> </ul>
	<p><b>After the race:</b></p> <ul style="list-style-type: none"> <li>• Ensure referee report is posted, handle protests</li> <li>• Review results</li> <li>• Ensure all information on results sheet is correct, sign</li> <li>• Thank officials</li> </ul>
	<p><b>Complete Race Quality Report and submit to Ben and Julie</b></p>