

2010

PROCEDURES, POLICIES AND GUIDELINES



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CHAPTER 1: ADMINISTRATION

101: WBC MEETINGS

The WBC shall have two primary types of meetings, Physical Meetings (P-Meetings) and Electronic Meetings (E-Meetings).

102: PHYSICAL MEETING

(A) Frequency of P-Meeting. The WBC shall meet at the World Championships and at other times mutually agreed by the Council.

(B) P-Meeting Agenda. The agenda for the WBC meeting shall be generally as follows:

- (1) Call to order by Chairman.
- (2) Establish quorum.
- (3) Approval of the minutes of the most previous meeting.
- (4) Matters arising from the minutes.
- (5) E-meeting ballots.
- (6) Report of Confederational Members.
- (7) Committee reports.
- (8) Old business.
- (9) Election of officers.
- (10) New business.
- (11) Set the date and location of the next meeting.
- (12) Adjourn.

(C) Submitting Agenda Items. Whenever possible, agenda items shall be posted on the WBC Members' Forum to allow efficient management of Council business, and permit members the time to engage with their constituency. All items shall include the following discussion points:

- (1) **Item Heading.** Detail the heading of the agenda item.
- (2) **Item Description.** Provide the background information, general overview and purpose of the agenda item.

(3) **Balanced Assessment.** Provide a balanced assessment of the proposal by listing the "For" and "Against" items associated with implementing the proposal.

(4) **Summary.** Brief summary for the implementation of the agenda item.

(5) **Cost of Implementation.** List any costs (actual dollars), voluntary hours, or related considerations associated with implementing the proposal.

(6) **Submitted by.** Name of individual.

(D) Submissions by Members Only. Only voting WBC delegates are authorized to submit an agenda item to the WBC Secretary.

Note: Nonvoting WBC Delegates shall submit agenda items to their Confederational voting WBC Delegate(s).

(E) Agenda Item Closing Date. The closing date for submitting items to appear on the agenda shall be the date specified on the Notice of Meeting issued by the WBC Secretary.

Note: The agenda items closing date is typically 30 days prior to the meeting.

(F) Voting Delegates. Each Confederation has three voting delegates for a total of nine delegates on the WBC, of which one shall be elected as the Chairman of the WBC. The Chairman retains all delegate rights, including the right to make and second motions, except that the Chairman shall vote last, but only to break a tie.

103: ELECTRONIC MEETINGS

(A) General. The WBC shall maintain a dedicated Internet forum for an ongoing E-meeting, which shall take place on that forum, or under exceptional circumstances the Chairman may call a meeting via teleconference, videoconference, or similar electronic medium approved by the Council.

(1) **Quorum.** Since all members should be checking the WBC forum on a regular basis, the quorum is always assumed.

- (2) **Sign In.** The Council will maintain an attendance page on the forum and it's expected that all members will sign in on a regular basis and acknowledge that they are cognizant of all Council discussions.
- (3) **Start New Topic.** All members, including honorary and reserve members, are allowed to start a new topic.
- (4) **Comment on Topic.** All members, including honorary and reserve members, are allowed to comment on any topic.
- (5) **Motions.** Only voting members may make or second motions.
- (6) **Amendments.** Amendments to motions may be suggested by any member, including honorary and reserve members, but it is preferred that the main mover make any amendments.
- (7) **Discussion Period Before Second.** Discussions of a topic prior to it becoming a seconded motion may last as long as the members in the discussion wish.
- (8) **Number of Topics.** The Council may simultaneously discuss as many topics as the Council feels necessary.
- (9) **Number of Motions.** The Council may have as many motions on the floor as the Council feels necessary.
- (10) **Discussion Period After Second.** Discussion of a topic after becoming a seconded motion will be limited to 10 days unless it is determined to be necessary to extend that discussion period by the WBC Chairman or Secretary. In certain circumstances the standard time frames for discussion and voting may be reduced in order to conclude urgent business. When this is required, the WBC Chairman or Secretary will advise the Council by e-mail of the revised time frames.
- (11) **Vote Called.** The WBC Chairman or Secretary shall close the discussion and the final vote shall be called on a Wednesday.
 - (a) Voting shall end at midnight on the Sunday following the call of the vote.
 - (b) Votes may be cast at any time during the discussion period but it is expected that a vote will be cast affirming that position if a final vote is called.
 - (c) Votes may be changed due to new information prior to the formal voting date.
 - (d) After the vote on a motion has been called, all votes cast are final.
 - (e) All members, including reserve members, are expected to vote on all ballots.
 - (f) The reserve member's vote will only be used if a voting member from their Confederation fails to vote.
- (12) **WBC Forum Ballot Page.** The motion, any amendments to the motion, the mover, the seconder, and the vote progress will be available at all times on the WBC forum ballot page.

104: INTERNET POSTINGS

The WBC shall maintain a dedicated Internet website www.WorldBarefootCouncil.com for communication to all Federations and the general public. Upon approval, the following documents shall be published on the website.

- (1) World Barefoot Technical Rules.
- (2) WBC Byelaws.
- (3) Procedures, Policies, and Guidelines.
- (4) World ranking list.
- (5) WBC meeting minutes.
- (6) Agenda for the forthcoming WBC meeting approximately 30 days before the meeting.
- (7) Approved list of towboats.
- (8) World Championship bulletins.
- (9) World Championship qualifying scores.
- (10) Dates and location of next World Championships.

105: RULEBOOK AND PPG REVIEW DATES

The following key milestone dates are to be adhered as far as practicable, when undertaking the annual review of the IWSF World Barefoot Technical Rules and PPG.

- (1) 30 September or the annual WBC Meeting, whichever is later – Close of date for Rule Changes or amendments to the PPG.
- (2) 30 October – 1st Draft of new Rule Book/PPG issued for comment.
- (3) 30 November – Final draft of new Rule Book/PPG issued for comment and approval by WBC within 7 days.
- (4) 14 December – New Rule Book/PPG issued to Federations.
- (5) 1 January – Effective date for new Rule Book and PPG.

CHAPTER 2: WBC RESPONSIBILITIES

201: WBC MEMBERSHIP

Being a Delegate to the WBC is an honor and a responsibility.

(A) Active at Local Level. WBC Delegates must be active at the local level and in direct contact with the skiers of their Confederation. This means traveling their entire Confederation throughout the year, attending as many tournaments as possible, listening to the needs and wishes of their skiers and officials, administrating clinics for both skiers and officials, and working as a member of their Confederational Council.

(B) WBC Meeting. When preparing for a WBC meeting, the WBC Delegate should be taking feedback from their skier base and opinions from their Confederational Council to present to the WBC for consideration in any deliberations.

(1) **Preparation.** They should be presenting items for discussion on the forum, participating in all forum discussions and votes throughout the year, and studying the agenda and associated documents before the meeting so they have had time to form opinions and consider the impact of their decisions on their Confederation and the sport as a whole.

(2) **Represent Good of the Sport.** After the WBC Delegate has presented their Confederations' needs and opinions, they must then take off their Confederational hat and switch to their WBC hat. This means they must think and vote for the greater good of the sport on a whole, even if it is against their Confederational Council's recommendations.

(3) **Open Minded.** WBC Delegates cannot come to the meeting without an open mind and a willingness to have their opinions changed by another's argument. That is not to say they cannot be passionate in presenting their arguments about their own Confederational needs, but they cannot be intractable on any points or the reason for discussion is moot.

(a) For example, if a WBC Delegate is representing 10 skiers, they cannot put the needs of those 10 skiers above the needs of a WBC Delegate who is representing 100 skiers. A compromise must be found or the needs of the 100 skiers must prevail.

(b) The WBC Delegate is responsible to represent their own Confederations and present and argue for their Confederations' unique needs, but ultimately it is the sport on the whole they are truly representing.

(4) **Committee Activity.** All WBC Delegates should be active on WBC Committees.

Note: The WBC is like an orchestra; a few members cannot run from seat to seat trying to play several instruments and expect to produce a symphony. The Chairman is the maestro and the members are the orchestra. We must all play our instruments or the symphony devolves into a cacophony.

(5) **Completing Assignments.** WBC Delegates should take pride in accomplishing their goals and assigned tasks. They should complete those tasks in a timely manner so the rest of the Council has an opportunity to read, digest, and make suggestions for amending their work long before the meeting commences.

202: WBC DELEGATE RESPONSIBILITIES

Any candidates nominated for a seat on the WBC should be aware of and committed to fulfilling the following responsibilities.

(A) Day-to-Day Tasks.

- (1) Active on at least one committee.
- (2) To diligently assess and act upon all matters brought before the Council for consideration.
- (3) Adopting and implementing the WBC 4-year plan.

- (4) Advocate and serve as an ambassador of the sport within their Confederation.
- (5) Appoint officials for World Championships.
- (6) Attend WBC meetings and be well-prepared.
- (7) Attend World and Confederation Championships.
- (8) Communicate ideas and Confederation concerns to the Council.
- (9) Complete allocated tasks by due date.
- (10) Finish jobs volunteered for in a timely manner.
- (11) Keep Confederation members informed.
- (12) Keep up-to-date on the forum by logging on at least weekly and participate in all discussions.
- (13) Consult with your Confederation skiers on matters under discussion.
- (14) Represent the WBC when necessary and as requested at events/forums/congress, etc.
- (15) Represent the WBC in a professional manner.
- (16) Uphold the Byelaws and Policies of the WBC and IWWF.
- (17) Vote when a ballot is offered.
- (18) Warrant of the application of IWWF Technical Rules.

(B) Financial Commitment. Delegates must be prepared to self-fund the cost of being involved as a delegate. Notable costs include but not limited to:

- (1) Contribution of approximately 80 percent toward the cost of travel to World Championships (about 20 percent is reimbursed by IWWF).
- (2) Purchase of official IWWF clothing.
- (3) Pay all costs associated with attending and participating in Confederation, Federation and local events.
- (4) All communication costs.
- (5) All costs associated with meetings not held at World Championships.

(C) Time Commitment.

- (1) Attendance at biennial World Barefoot Championships (ten days plus two days travel).

- (2) Day-to-day tasks (minimum of four hours per week).

203: WBC DELEGATE SKILL SET

Any candidates nominated for a seat on the WBC should possess the following skill sets:

- (1) A cooperative individual who has a passion, commitment, and dedication for the sport.
- (2) Be a team player and also capable of working individually.
- (3) Ability to be led or to lead, as the situation requires
- (4) Possess an overall knowledge of the sport and its Technical Rules, and Procedures, Policies, and Guidelines (PPG).
- (5) Ability to learn.
- (6) Good communicator, both verbally and written.
- (7) Good listener, who is respectful of fellow delegates' opinions and views.
- (8) Be open-minded and objective in your decision making.
- (6) Ability to look at the sport for the good of all and consider the big picture.
- (10) Ability to represent all levels within the sport.
- (11) Experience in the sport at National and International level is essential.
- (12) Connections to other International Sport Federations is highly desirable.
- (13) International business network and connections to the media is also highly desirable.

204: CHAIRMAN

(A) Position Purpose and Objectives.

- (1) Manage and maintain a cohesive and cooperative World Barefoot Council.
- (2) Provide active representation to the IWWF Board in all matters affecting the sport of Barefoot Water Skiing.
- (3) Foster the growth of the sport of Barefoot Water Skiing via the Confederations.
- (4) Oversee and monitor the staging of the Biennial World Barefoot Championships.

(B) Key Relationships.

- (1) IWWF President and Board.
- (2) WBC Delegates.
- (3) Confederation Barefoot Chairmen.
- (4) Federation Presidents.

(C) Job Context and Operating Environment.

The Chairman will operate at an appropriate level of authority in guiding the WBC to achieve the best outcomes for the sport, taking into consideration the different cultures, demographics and resources involved. They shall promote the highest standard of governance and ensure compliance to the organization's Byelaws, Technical Rules, and Procedures, Policies and Guidelines.

(D) Key Accountabilities.

- (1) Attendance at IWWF Board Meetings.
- (2) Preparation and submission of reports as and when requested.
- (3) Chair and conduct World Barefoot Council meetings.
- (4) Facilitate discussion and decision making via the WBC Forum.
- (5) Facilitate gaining host Federations for World Championships.
- (6) Increase participation in the sport of Barefoot Water Skiing.

(E) Skills, Knowledge, and Experience. Possess a sound knowledge of:

- (1) The sport of Barefoot Water Skiing.
- (2) IWWF Administration Structure and relationships.
- (3) The organization's Byelaws, Technical Rules, and Procedures, Policies, and Guidelines.
- (4) Strong track record in managing a diverse range of personnel and proven ability in organizing available resources to achieve the organization's key objectives.
- (5) Ability to prepare and implement strategic plans.
- (6) Well-developed negotiation skills.
- (7) Ability to delegate tasks and monitor progress in order to achieve agreed outcomes.

(F) Personal Attributes.

- (1) High level of self-motivation, determination, and attention to detail.
- (2) Superior communication skills at all levels.
- (3) Superior resource management skills.
- (4) Ability to operate in high-pressure situations (e.g. responding to request from IWWF Board or office, managing a conflict at a World Championship or WBC meeting).
- (5) Ability to liaise with a wide range of people—IWWF Board, Government Dignitaries, Company Executives, Sport Officials, Athletes.
- (6) Possess well-rounded reasoning and decision-making skills.
- (7) Ability to influence outcomes and develop a trusting rapport with key stakeholders.
- (8) Have a vision to set the direction the sport should follow.

(G) Time Commitment.

- (1) Attendance at annual IWWF Board meeting (two to three days).
- (2) Attendance at biennial World Barefoot Championships (ten days + 2 days travel).
- (3) Day-to-day tasks (minimum of 15 hours per week).

(H) Financial Commitment.

- (1) Contribution of approximately 80 percent toward the cost of travel to World Championships (about 20 percent is reimbursed by IWWF).
- (2) Contribute 30 percent toward the cost of travel to IWWF EB meetings and pay all accommodations, meals and other costs (IWWF will only reimburse 70 percent of the travel costs).
- (3) Purchase of official IWWF clothing.
- (4) Pay all costs associated with attending and participating in Confederation, Federation, and local events.
- (5) All costs associated with meetings not held at World Championships.

205: SECRETARY

The key role of the WBC Secretary is to provide support to the Chairman in the day-to-day operation of the Council. Specific tasks include but not limited to:

- (A) **Recording Officer.** The Secretary is the Recording Officer of the WBC and shall record and keep the minutes of the meetings of the WBC and is the custodian of its records.
- (B) **Season Calendar.** A calendar for the ensuing season shall be finalized 14 days after the WBC meeting and promulgated to all Confederational Barefoot Chairmen.
- (C) **Deputy Chairman.** Perform the duties or exercise the powers of the Chairman during the absence and/or disability of the Chairman and when deputizing, shall have all the powers and be subject to all the responsibilities hereby given to or imposed upon the Chairman.
- (D) **Delegated Duties.** The Chairman may delegate the responsibility for the calling for a vote and the issuing of a ballot to the WBC Secretary. Should the Chairman not issue a ballot at the end of the discussion period, the WBC Secretary shall issue the ballot.
- (E) **Notifications and Postings.** Issue formal notifications to Confederations of all decisions made by the Council via postings on the WBC Forum and the official website—www.WorldBarefootCouncil.com.
- (F) **WBC Agenda.** Promulgate the WBC agenda no less than 21 days in advance of the meeting.
- (G) **Official WBC Correspondence.** Responsible for management of all official correspondence of the WBC, including distribution of reports presented to the Council.
- (H) **WBC Forum.** Assist the Chairman in moderating the WBC Forum.
- (I) **Financial Commitment.**
 - (1) Contribution of approximately 80 percent toward the cost of travel to World Championships (about 20 percent is reimbursed by IWWF).
 - (2) Purchase of official IWWF clothing.
 - (3) Pay all costs associated with attending and participating in Confederation, Federation, and local events.
 - (4) All costs associated with meetings not held at World Championships.
- (J) **Time Commitment.**
 - (1) Attendance at biennial World Barefoot Championships (10 days plus two days travel).
 - (2) Day-to-day tasks (minimum of ten hours per week).

CHAPTER 3: RANKINGS LIST

301: RANKING LIST COMMITTEE

The Rankings List Committee (RLC) shall be responsible for developing and maintaining a worldwide ranking of each competitor's best results from all competitions that meet the WBC Rankings List requirements set forth in the WBC Technical Rulebook and providing this list on the required dates to the WBC Secretary for publication on www.WorldBarefootCouncil.com.

302: EVENT AND OVERALL

World Rankings Lists for Jump, Slalom, Tricks, and Overall shall be compiled annually by the WBC for all competitors competing in homologated tournaments sanctioned by affiliated Federations. The World Ranking List shall be for the following divisions:

- (1) **Juniors (Boys and Girls).** The competitors shall be under 17 years of age at midnight on December 31 of the year preceding the year (or valid date) of the Rankings List.
- (2) **Open (Men and Women).** Any age skier, including Juniors and Seniors.
- (3) **Seniors (Gentlemen and Ladies).** The competitors shall be 35 years of age or older at midnight on December 31 of the year preceding the year (or valid date) of the Rankings List.

303: CONFEDERATIONAL RANKING LIST DATA

- (A) **Accredited Tournaments.** Scores achieved at homologated tournaments are eligible for inclusion in the World Rankings List.
- (B) **Submissions Deadline.** Scores achieved at accredited tournaments during the previous calendar year from the PA, EA, and AAO Confederation shall be submitted to the WBC Ranking List Custodian no later than January 7 of each year via e-mail.
- (C) **Submissions Format.** All Homologated Tournament results shall be sent to the WBC Ranking List Custodian via the "World Scoring Program."

304: WORLD RANKING LIST DATA

The three Confederational Ranking Lists shall be merged to create World Ranking Lists for each event (Jump, Slalom, and Tricks) and Overall for all Divisions (Junior, Open, Senior).

305: SKIER EVENT RANKING

Skier Event Ranking is based on comparing the skier with the highest event score, i.e. Jump, Slalom, or Tricks to all other skier scores in that event, in accordance with the following formula:

$$\text{Event Overall Points} = \frac{\text{Skier's event score} \times 1000}{\text{Top skier event score}}$$

306: SKIER OVERALL RANKING

Skier Overall Ranking is based on the sum of the event overall scores derived from their performances in Jump, Slalom, and Tricks. A positive score is not required in all events for overall ranking.

307: PRELIMINARY WORLD RANKING LIST

The preliminary World Rankings List approved by the WBC Ranking List Committee shall be submitted to the WBC no later than January 14 of each year.

308: CORRECTIONS TO PRELIMINARY WORLD RANKING LIST

Confederations shall review the published World Ranking List at www.WorldBarefootCouncil.com. Errors or corrections shall be submitted via e-mail to the respective Confederation Ranking List Custodian with a cc to the WBC Ranking List Custodian, no later than February 1 of each year.

309: FINAL WORLD RANKING LIST

The Final World Ranking List containing all corrections submitted by February 1st of each year shall be published on www.WorldBarefootCouncil.com no later than March 1st of each year.

310: RANKINGS SCORES OBTAINED IN A FOREIGN FEDERATION

When a skier competes in a foreign Federation, at the completion of the competition that skier must request the Chief Judge of the competition or an authorized official of the host Federation to provide the skier with a signed affidavit detailing the competitor's performance for the tournament. The skier is to forward these results to their home Federation and/or Confederation Rankings Officer.

CHAPTER 4 AWARDS

401: WBC OUTSTANDING SERVICE AWARD

- (A) **Recognition.** This award is given whenever a qualified candidate has been recognized by the WBC as having contributed to the sport of Barefooting for at least 20 years at the international level. It shall, whenever possible, be presented, and at the very least, shall be announced during the Awards Banquet of the World Championships.
- (B) **Basis of Award.** It must be emphasized that the name of this award is The Outstanding Service Award and the award recipient is someone who has distinguished himself/herself above and beyond all other individuals in serving the sport and that this award is not given merely for time served.
- (C) **Nominations.** A resume detailing the individual's achievements may be nominated to the Awards Committee Chairman by any WBC Member. Nomination forms can be found at www.WorldBarefootCouncil.com on the Awards page. Nominations should convey specific examples of how the nominee personifies the criteria and spirit of the award such as:
- (1) How has the nominee contributed time, resources, and abilities to the sport of Barefooting consistent with the title "Outstanding Service Award"?
 - (2) How has the nominee avidly supported WBC tournaments and other programs as a participant, administrator, official, or fund-raiser?
- (D) **Submission Deadline.** The WBC Awards Committee will review the nominations received and make their recommendation(s) to the WBC by the date nominated by the WBC Chairman.
- (E) **Approval.** A simple majority of the Council shall approve the nomination.
- (F) **Award Given.** The recipients of this award shall be recognized at the Awards Banquet of the World Championships.

402: HONORARY WBC MEMBER

- (A) **Recognition.** An individual is eligible for nomination for Honorary WBC Membership upon retirement from the WBC after having served in any of the following capacities on the Council:
- (1) Ten years as a voting delegate.
 - (2) Seven years as a voting delegate with three years as chairperson of a committee(s).
 - (3) Seven years as a voting delegate with one full term as the WBC Chairman.
- (B) **Basis of Recognition.** It must be emphasized that the recognition "Honorary WBC Member" is awarded to someone who has distinguished himself/herself through their dedicated and diligent service to the Council, as outlined above.
- (C) **Nominations.** Nominations for this position are to be presented to the Council in the form of a resume outlining the capacities and the time period the nominee undertook the listed positions. Nomination forms can be found at www.WorldBarefootCouncil.com on the Awards page.
- (D) **Approval.** A simple majority of the Council shall approve the nomination.
- (E) **Award Given.** The WBC Chairman shall send a letter of acceptance to all new honorary members as soon as they have been approved. The Honorary Member's name shall be added to the Official World Barefoot Council "Honor Board," which will be displayed at every World Championships. Recognition shall be given at the next World Championships.

403: IWWF BAREFOOT ATHLETE OF THE YEAR AWARD (MALE AND FEMALE)

- (A) **Information Guidelines.** The following performance criteria are eligible for Athlete of the Year (AOY) consideration.
- (1) Performances, standing lists and records must be from the current year.
 - (2) No junior competition results, records, or Ranking Lists are eligible.

- (3) The award is based solely on athletic performance.
- (4) World Records set.
- (5) World Championships Performance (Top 5 only).
- (6) Confederation Championships Performance (Top 5 only).
- (7) World Cup Final Standing (Top 5 only).
- (8) World Cup Performance (Top 5 only).
- (9) Major international event performance (Top 5 only).
- (10) World Games, Continental Games and other Major Multi-Sport Games (Top 5 only).
- (11) World Ranking List Placement (Top 10 only).
- (12) Elite Ranking List Placement (Top 10 only).

(B) Nomination. Any member in good standing of any National Barefoot Federation may nominate an athlete for the award.

- (1) Nomination must be received by the Chairman of the World Barefoot Council by the deadline nominated by the WBC Chairman. There will be no assessment of nominations received after that date.
- (2) Nomination information.
 - Nominator
 - Federation
 - Confederation
 - E-mail address
 - Phone number
 - Federation contact
 - Federation e-mail address
- (3) Nominee.
 - Sex
 - Birth date
 - E-mail address
 - Complete mailing address
 - Phone
- (4) Resume.
 - World Rankings
 - World records
 - Medals/placements at World Championships

- Medal/placements at World Games
- Confederational Results
- Confederational rankings
- Confederational records
- Medals/placement at Confederation Championships
- Number of international tournaments skied in the past year
- Number of tournaments skied in the past year

(5) Supplementary Information

- Contributions and support to their National Team
- Extracurricular activities
- Local contributions to the sport
- National contributions to the sport
- National rankings
- National records
- New personal bests
- New skiers introduced to sport
- New skills learned
- Officials ratings held
- Promotion of the sport
- Time donated coaching other skiers

(C) Deadline. The WBC Athlete of the Year Selection Committee will review the nominations received and name the award recipients by the deadline nominated by the WBC Chairman and shall inform the WBC Chairman of their decision as soon as possible.

(D) Award Given. The recipients of this award shall be recognized at the Awards Banquet of the World Championships.

(E) IWWF Athlete of the Year.

Recipients of the IWWF Barefoot Athlete of the Year Award will have their names and resume submitted to the IWWF for the "Overall" IWWF Athlete of the Year Award. The IWWF Executive Board will vote for one Male and one Female from the nominations received from each of the divisions.

CHAPTER 5: WORLD BAREFOOT COUNCIL OBLIGATIONS FOR HOSTING WORLD TITLED EVENTS

501: FACILITATION

This addendum to the IWWF Obligations specifies the technical and other measures the Organizer is required to take to facilitate the staging of the competition and for accommodating the needs of the contestants, officials, and supporters. The Supplementary Obligations cover material, services and personnel the Organizer is required to undertake and which may not be specifically referenced in the IWWF Letter of Agreement (LOA).

502: LOCAL ORGANISING COMMITTEE (LOC)

The Organizer shall set up a Local Organizing Committee (LOC) to run the competition, and notify the WBC of its address, phone, fax, e-mail and web address(es).

503: PERSONNEL

- (A) **Recruiting.** The LOC is to source all required personnel as necessary for the efficient and expeditious running of the competition.
- (B) **Necessary Personnel.** The LOC shall appoint the following personnel of the Championships:
- (1) **Tournament Director.**
 - (2) **Safety Director.** See Technical Rule 801.
 - (3) **Medical Officer.** See Technical Rule 809.
 - (4) **Video Operators.** The operators are for service in the towboat. See Technical Rule 701.
 - (5) **Secretary to the Chief Judge.** See Technical Rule 603(C).
 - (6) **Boat Mechanic/Engineer.**
 - (7) **Announcer.** See Technical Rule 603(B).
 - (8) **Computer Operator and/or Technician.**
 - (9) **Course Installation and Maintenance Crew.**
 - (10) **Dock Marshals.** Marshals need to be familiar with the operations of barefoot tournaments.
 - (11) **Pick-Up Drivers.**

(12) **Press and Publicity Officer.**

(13) **Radio Custodian.** This custodian must be responsible for the care, tracking, maintenance, re-charging, and provision of radios for members of the panel. He should also take care of re-charging video batteries if this is not otherwise arranged.

(14) **Rescue Swimmers.** See Technical Rule 808(A).

(15) **Welcoming Host.**

504: REPORTING

(A) **Minutes.** The Local Organizing Committee (LOC) shall forward a copy of the LOC's meeting minutes to the Chairman of the WBC within 14 days of all meetings.

(B) **Progress Reports.** At regular intervals the LOC shall furnish a summary report to the Chairman of the WBC, detailing the progress in organizing the Championships and highlighting any items not proceeding as scheduled and/or areas that may require assistance from the IWWF/WBC.

(C) **Tracking Sheet.** An updated Tracking Sheet is to be sent to the WBC Chairman as an attachment to the LOC meeting minutes and reports. The "Event Championships Task Tracking Sheet" (Tracking Sheet) provides a guide to the tasks to be undertaken when hosting a World Championships.

Note: See Annex A for Championship Task Tracking Sheet.

505: COURSE AND SITE INSTALLATIONS

- (1) Slalom/Tricks course(s) as described in Technical Rule 104.
- (2) Jump course as described in Technical Rule 103.
- (3) Jump ramp as described and the set-up as shown in Technical Rule 1401.

- (4) A primary video jump measuring installation set up to cover the jump area. Ideally, a separate independent facility shall be provided for the running of the video jump measurement equipment. Consideration must be given to the effect of glare on the video screen and camera and planned for accordingly.
- (5) A spare ramp, either on-site or able to be fetched at short notice.
- (6) A starting dock, buoyant and stable enough to sustain a skier during his start, located on or near the center line of the course. A starting dock tower should also be provided adjacent the main starting dock.
- (7) A boarding and servicing dock for the boarding of officials and servicing of boats.
- (13) Changing rooms.
- (14) Gear storage shed or container.
- (15) Toilets.
- (16) On-site flag poles for flying IWWF and each attending Federation's National Flag.
- (17) Trash receptacles and collection.
- (18) Car parking area.

506: SITE FACILITIES

- (1) Chief Judges observation deck/tower commanding a full view of all courses.
- (2) Commentator station commanding a full view of all courses.
- (3) Jury/video room with restricted access and in a quiet area.
- (4) Scorer's room suitably furnished with restricted access, in a quiet area and preferably part of or immediately adjacent to the competition computer facility.
- (5) Secretariat, with adequate desk space and a mail rack for official mail for teams and officials.
- (6) A medical station on-site, which may be mobile. See Technical Rule 809.
- (7) Shaded rest area for Officials, with table and chairs.
- (8) Room for administering drug testing.
- (9) An adequate, dependable electrical power supply for the scoring computers, the jury video, and the video jump camera and computer if installed. Provision of an Uninterruptible Power Supply (UPS) is recommended.
- (10) A radio/video battery multi-recharging facility.
- (11) A refueling station.
- (12) Press room, with telephones, computers, and Internet access if possible.
- (3) Timers as specified in Technical Rule 1104. A minimum of two for single lake and three for dual lake site.
- (4) Public address system as detailed in "Public Address" below.
- (5) Portable radios (12), with minimum of two channels installed, with backup batteries and charging facilities.
- (6) A computer complex as detailed in "Computer Complex" below, with supplies and software to compute and print results and calculate the jump.
- (7) All video requirements as listed in "Video Requirements" below.
- (8) TV screen and video player unit for use by the Chief Judge and Judges to review video. The video player must be capable of directly replaying the camera media.
- (9) Boat-to-shore video transmission equipment and TV monitors strategically located around the site. At a minimum, a TV monitor shall be provided in each of the following locations: Chief Judge's room, PA tower, and Video Manager's room.
- (10) Safety Boat with floating/buoyant stretcher or backboard, personal flotation jackets for safety personnel and a first-aid kit.
- (11) Office equipment, including a copying machine.
- (12) A prize-giving podium in the three-height Olympic format and numbered 1, 2 and 3.

507: SITE EQUIPMENT

- (13) Three flag poles adjacent to the podium for raising the flags for the first, second, and third placed, event champions.
- (14) Minimum of three notice boards, one in the vicinity of the tower, one at the start dock, and the third at the Official Hotel.
- (15) Federation placards for presentation of teams.
- (16) Officials/Competitor identification cards.
- (17) Fire extinguishers and/or all fire prevention equipment required by local ordinance.
- (18) Megaphone for emergency communications.
- (19) Engine servicing tools.
- (6) Meeting room for the WBC Officials Seminar, with video replay facilities and whiteboard. This may be the same room provided for the WBC meetings if it is of adequate size.

510: INFORMATION AND BULLETINS

(A) World Barefoot Championships Website. As soon as possible after the Letter of Agreement has been signed by the IWWF, the LOC shall establish a dedicated Website for the World Championships. The primary language of communication shall be English. This site will be a key medium for the promotion of the Championships and distribution of information to the public at large. As information becomes available, the Website should be updated.

Bulletins shall be issued to the personnel as specified in the LOA and include the following information in each Bulletin.

(B) Bulletin No. 1. This bulletin goes out at least six months before the competition. It must include the following information:

508: CONSUMABLES

Ensure adequate supplies of the following consumables are provided:

- (1) Fuel, oil and all necessary lubricants.
- (2) Spark plugs, fuel and oil filters, and any other engine consumables.
- (3) Stationery supplies as detailed in "Stationery Supplies" below.
- (4) Judges sheets.
- (5) Electronic recording media.

509: OFF-SITE FACILITIES

- (1) A notice board shall be provided in the Official Hotels detailing at least competition schedules and rosters and shuttle bus time tables.
- (2) If possible, a "Welcome/Reception/Help Desk" facility should also be provided in the main hotel.
- (3) A prize-giving podium in the three-height Olympic format and numbered 1, 2 and 3 shall be available for the banquet presentations.
- (4) Three flag poles adjacent to the prize-giving podium for raising the flags for the first, second, and third placed, event champions shall be available for the banquet presentations.
- (5) Meeting room for the WBC and Chief Judge, with video replay facilities and whiteboard.
- (1) The full title of the competition (sponsors).
- (2) The dates.
- (3) Provision of a tower for start tricks.
- (4) The location, local town, and airport.
- (5) Contact names, telephone and fax numbers and e-mail. Web site address, if available.
- (6) The official towboats, with type of motor, prop and pylon specifications.
- (7) The official towlines and handles that will be used for the Championships.
- (8) Accommodation details including reservation and booking requirements, rates, credit card acceptance, distance from site, parking, and other facilities available to guests.
- (9) Official airline and car rental agent (if any).
- (10) Car and minibus rental agencies.
- (11) Special immigration requirements and Visa information, if required.
- (12) Training facilities locations, all contact details and rates.
- (13) Currency information.
- (14) Visitor taxes.

- (15) A map of the area and site shall be attached.
- (16) An Intention to Enter form—PPG Appendix B. Refer Technical Rule 405(A) Intention to Complete. This form will be completed by Federations intending to send a team, and must be returned to the Organizer at least 60 days before the start of familiarization. The Organizer shall notify the Chairman of the World Barefoot Council of the returns as they are received.
- (17) Functions—Welcoming/Presentation/Awards Banquet—details, costs, etc. (if available).

(C) Bulletin No. 2—Sent out no later than four months prior to the competition and shall set out:

- (1) Preliminary schedule of the events.
- (2) Jury.
- (3) Currency exchange advice.
- (4) Departure tax details (if any).
- (5) Details of functions and cost of tickets.
- (6) Closing date for Preliminary Entry Form.
- (7) Accommodation details — reservation reminder.
- (8) Details of ropes and handles.
- (9) Starting dock—high tower.
- (10) A Preliminary Entry Form - PPG Appendix C(1) and C(2)

(D) Bulletin No. 3. Sent out no later than one month before the competition starts and it must include the following information:

- (1) The approved Schedule of Events. Refer Technical Rule 304.
- (2) Details of the teams entered.
- (3) Any changes or additions to info in previous bulletins.
- (4) Definitive Entry Form—PPG Appendix D(1) and (D) (2) Refer Technical Rule 405(C).
- (5) Functions—Welcoming/Presentation/Awards Banquet—details, costs, etc. (repeat or update).
- (6) Accommodation (repeat or update of previous information).

(E) Program. If available, an official program shall be provided free of charge to all competitors, officials and WBC members.

(F) Invitation to Officials.

- (1) When the Appointed Officials List is received from the World Barefoot Council, the Organizer shall send invitations to all the appointed officials listed, informing them of the hotel in which they will be accommodated, the dates for which they are booked, and requesting their date, time and place of arrival, and if they require transportation from the airport, etc.
- (2) This invitation will include the local airport or railway station and other pertinent details, such as Visa and currency regulations.

(G) Necessary forms. All forms necessary for the production of a Barefoot World Championships can be downloaded from www.WorldBarefootCouncil.com.

511: TRANSPORTATION

- (1) To and from the main airport and hotel(s).
- (2) To and from the site and hotel(s). A daily schedule should be posted on each notice board.
- (3) Special transport arrangements to and from the site for officials on early or late duty assignments.

512: FOOD ON SITE

Good quality, healthy-type meals and refreshments shall be provided on-site or available within nearby (walking distance) to the site.

513: STATIONERY SUPPLIES

The supplies necessary for both the Secretariat and the Scorer shall be provided by the LOC. They include, but are not restricted to the following items:

- (1) Adhesive tape and dispenser.
- (2) Bulldog clips, small and medium.
- (3) Clipboards (ten plus spares).
- (4) Colored pens, including black, blue, red and green.
- (5) Whiteboard.
- (6) Whiteboard felt pens, including black, blue, red, and green.

- (7) Folders.
- (8) Highlighters—two colors.
- (9) Hole punch.
- (10) Liquid paper or correcting tool.
- (11) Paper clips.
- (12) Paper for the copying machine.
- (13) Pencils.
- (14) Post-It stickers small and medium.
- (15) Stapler and spare, with a plentiful supply of staples.

514: VIDEO REQUIREMENTS

(A) Video Facility. A separate enclosed video review room/area that will be used to accommodate the Chief Video Officer and provide the required facilities for the undisturbed video review of skier passes by the Event Judges should be provided. The video room should be secure so it can be locked at night to ensure the safe-keeping of the tapes/diskettes and expensive equipment.

(B) Required Video Equipment. The following equipment should be provided:

- (1) Digital video cameras (3) for filming the events.
- (2) DVD player/recorder for copying the video-tapes/diskettes.
- (3) TV screen for monitoring the copying of videotapes/diskettes.
- (4) Big screen TV for video review.
- (5) Video camera for immediate replay of skier passes.
- (6) AC adapter for the video room camera.

Note: This will save the batteries when the camera is being used in the video room for playback.

- (7) Battery chargers for all of the batteries.
- (8) DC power adapter for the camera to use in the boat.
- (9) A dedicated camera and a computer programmed with the jump measuring system is required for the Jump Event.
- (10) Spare batteries for the cameras.

(11) There shall be an electrical power point in the video room exclusively for battery charging, live throughout the day and, if possible, at night.

(12) If a camera support or mount is used in the boat or for video jump metering, it should be such that boat movement or wind does not allow the camera to move.

515: COMPUTER COMPLEX

(A) Computers. Two computers with approved software capable of producing and printing competition documentation. The Organization should consider providing a networked computer terminal for the commentator, with “what-if” and “look-ahead” capabilities, if practical.

(B) Internet Connection. The Organization shall, whenever possible, provide an e-mail connection for sending results directly to Federation e-mail addresses, the media, and to any WBC designated web page.

(C) Supplies. Computer and printer supplies—paper, tapes/cartridge/toner, diskettes/CDs/DVDs.

516: PUBLIC ADDRESS

A public address system should be installed comprising amplifier and loudspeakers covering the whole of the spectator areas.

- (1) Microphones shall be provided at the Commentator station.
- (2) The system must have the capability of playing music and the National anthems from CDs.
- (3) A roving mike for interviewing skiers and officials is desirable.

517: TEAM TRAINING FACILITIES

- (1) Separate to the tournament site, the organizer shall make every effort to find training facilities for teams within reasonable distance to the tournament site and at reasonable cost and mediate in booking such facilities on request.
- (2) The details—location, name, and contact details of the owner/operator, hire rates/hour of the training facilities are to be listed in Bulletin #1.

CHAPTER 6: CODES OF CONDUCT

601: INTRODUCTION

- (A) **IWWF Representation.** Representing your sport at the highest level is a privilege that officials must accept with a full sense of responsibility, and therefore it must be understood that the manner in which they undertake their duties and conduct themselves on and off the site will be regarded as the standard for the sport.
- (B) **Federation Representation.** Representing your Federation in the sport of Barefoot Water Skiing at a World Championship or International Competition is a privilege that athletes and team officials must accept with a full sense of responsibility. Along with this, it should be understood that each represent their Federation, and the image one demonstrates will be regarded as the standard for the sport.
- (C) **Expectation.** It is the desire of the WBC that the image for our sport be of a positive nature, and one that will enhance the image of Barefoot Water Skiing both inside our water-ski family and outside, within the wider community. This accepted kind of behavior and attitude is expected to be shown on the competition site, at functions or any event associated with the respective Championships.
- (D) **Guide.** This “Code of Conduct” shall act as the guide by which officials, athletes, coaches, managers, parents, and guests will conduct themselves in any capacity or endeavor. The Code contained herein covers the areas of personal behavior, attitude, courtesy, appearance, sportsmanship, and commitment to the sport.
- (E) **Minor Children.** Each official, team member, and parent for a minor child that participates is expected to thoroughly review and sign this Conduct Code before they attend the Championships. It is suggested that each team keep a copy at hand, in order to refer to it if necessary.
- (F) **Not Complete.** It is to be recognized that this Code does not establish a complete set of rules which prescribes every aspect of appropriate behavior.

602: GENERAL BEHAVIOUR.

- (A) **Language.** The use of profane or improper language is not acceptable. Extreme verbal outbursts show a lack of self-control and immaturity; these reflect on the sport as well as the individual.
- (B) **Attitude.** There is an expectation that everyone involved in the Championships be courteous, mature, cooperative, and respectful at all times. Individuals should conduct themselves with the knowledge that they, alone, are responsible for their own actions.
- (C) **Sportsmanship and Fair Play.** In all practice and competition situations, officials and athletes are expected to perform to the best of their ability, within the context of specific rules of our sport. Sportsmanship and fair play to everyone participating in the championships should be in the forefront of any official or Team member’s basic philosophy and attitude.

603: GENERAL COMMITMENT

- (A) **Smoking and Smokeless Tobacco.** Smoking is not permitted by Officials while they are performing an official activity. Smoking is considered not an acceptable activity for athletes while on-site, however coaches will set their own standards in this area.
- (B) **Drugs.** The use of drugs in a non-medical fashion is prohibited and will not be tolerated under any circumstances. Infractions will result in immediate dismissal from the competition. Skiers agree to drug testing by the IOC or the World Anti-Doping Agency (WADA) or any other agency with applicable jurisdiction for drug testing any sanctioned event or activity. They acknowledge they are subject to the WADA Protocol for Olympic Movement Testing and if they refuse drug testing or fail to report for scheduled drug testing, this will carry the same sanction as having tested positive for a banned substance.

Note: Refer to IWWF drug policy for additional information regarding sanctions and penalties.

- (C) **Alcohol.** Consumption of alcohol by officials or competitors during competition on-site is prohibited. The age limit for the consumption of alcohol shall be in accordance with the applicable Federal/State/Province laws of the host country. At functions, officials and athletes should be responsible in the amount of alcohol consumed and ensure they maintain full control of their faculties and actions.
- (D) **Accommodation.** Officials and Team members are expected to treat their accommodation facilities with due respect. These facilities must be maintained in good condition and kept free from damage or misuse. Any physical damage to facilities, equipment, furnishings, or loss of items in a room where Team Members are lodged, will be paid for by those individuals assigned to the room in which the damage or loss occurs, including destruction of property (including that caused by horseplay, fighting, or willful misconduct etc.).

604: CODE UNDERTAKING

- (1) At all times display the conduct expected of an international official/athlete/team official and a representative of their country and conduct oneself in a manner that will not in anyway bring disrespect, discredit, or dishonor to either themselves, their team mates, their country, the organizer of the event, or the IWWF Barefoot Division.
- (2) Conform to all applicable local, state, and federal laws and regulations where the Championships are held, and any rules, regulations and codes that may be established for the Championships, including the rules, byelaws and policies of the IWWF and World Barefoot Council.
- (3) Participate in a manner that ensures the safety of fellow athletes, the officials, and the organizers of the event.
- (4) Act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct.
- (5) Treat everyone fairly within the context of his or her activity, regardless of gender, place of origin, color, sexual orientation, religion, political belief, or economic status.
- (6) Refrain from the use of profane, insulting, harassing, or otherwise offensive language, including obscene gestures.
- (7) Respect the property of others whether personal or public.
- (8) Respect members of their team, other teams, spectators, and officials.
- (9) Refrain from any public criticism of any official.
- (10) Not engage in any form of verbal, physical or sexual harassment or abuse to others.

605: PARENT AND GUESTS PARTICIPATION

- (A) **Parents of Minor Child.** Parents who attend the Championships are required to sign and agree that they, their guests, and their child will comply with this Code of Conduct for our athletes.
- (B) **Parents of Non-Minor Child.** Parents and guests who attend the Championships are expected to embrace and support this Code of Conduct for our athletes.

606: APPEARANCE/DRESS CODES

- (A) **Officials.** All officials must be correctly attired.
- (1) **Official Functions.**
 - (a) **Men.** Navy jacket with IWWF emblem, gray pants, white shirt, and IWWF tie.
 - (b) **Women.** Navy jacket with IWWF emblem, gray skirt or slacks, white blouse and IWWF scarf.
 - (2) **While On-Site.** Navy tracksuit pants or shorts, white tops or Tournament supplied shirts.
- (B) **Skiers, Managers, and Coaches.** Team members should present a neat appearance while on-site or at any official function. Managers/Coaches should use proper discretion in determining the most appropriate dress code applicable to the situation. As a guide the expected teams dress is:
- (1) **On-site.** Shorts, tee shirts or team track-suits.
 - (2) **Welcoming Function.** Team tracksuits or neat casual dress.
 - (3) **Presentation Banquet.** Official team uniform (shirt and tie or scarf/jacket/slacks or skirt).

CHAPTER 7: COMMITTEES

701: GENERAL

- (A) **Appointments.** The Chairman of each committee will be appointed by the WBC Chairman. The Committee Chairman shall enlist additional committee members from either within the WBC or from suitable resources outside the Council, who have specialist skills relevant to the committee purpose and objectives.
- (B) **Authority.** The Committee Chairman will operate at an appropriate level of authority in guiding their fellow committee members to achieve the listed objectives of their committee within designated time frames, and will ensure the highest standard of governance is provided in ensuring compliance to the sports Byelaws, Technical Rules, and Procedures, Policies, and Guidelines.
- (C) **Committee Communication.** The use of the WBC Committee Sub-Forum is highly recommended for committee discussions and maintaining a record of all committee work. The WBC Forum Administrator should be advised of all committee members so as to allow them access to the Committee Sub-Forum.

702: RULES COMMITTEE

(A) Committee Purpose and Objectives.

- (1) Responsible for developing and maintaining the WBC Technical Rules.
- (2) At the direction of the Council, facilitate the drafting, approval, and promulgation of any new technical rule or amendment of an existing rule, relating to the sport of Barefoot Water Skiing.
- (3) Regularly review existing rules with the intent to improve the overall rules governing the sport and to provide clearer and more easily understood rules that will lead to improved and consistent judging outcomes.

(B) **Composition.** One member from each Confederation, plus additional members as required. Ideally, members shall have had previous experience and knowledge of the technical rules and be prepared to be creative in developing new rules or amending existing rules in order to achieve clearer understanding of the rules of competition and in turn assist the overall development and improvement of the sport.

(C) Key Relationships.

- (1) WBC.
- (2) Federations.
- (3) Skiers/Officials.
- (4) Systems and Technology Committee.
- (5) Confederational Rule Committees.

(D) Responsibilities.

- (1) Responsible to the WBC for the drafting of any new Technical Rule.
- (2) Update the Technical Rules and present to the WBC for approval.
- (3) Provide advisement to the WBC on matters relating to the technical activities of the sport.
- (4) Gather skier's and official's opinions of methods to improve the sport and make tournaments more competitive and fair for all competitors.
- (5) Monitor any new rules and their impact on the sport and interplay with the other rules that apply to that area of the sport.
- (6) Work with the Systems and Technology Committee in developing new technologies and incorporate them into the Rulebook.

(E) **Status Quo.** Rules Committee members are encouraged to debate any rule change and to question all existing rules in search of better methods. They shall preserve status quo only when it is the best method available.

703: ADMINISTRATION COMMITTEE

(A) Committee Purpose and Objectives.

- (1) Responsible for developing and maintaining WBC Byelaws and WBC Procedures, Policies and Guidelines (PPG).
- (2) At the direction of the Council, facilitate the drafting (or redrafting) approval and promulgation of any new or existing Byelaw, and Policy, Procedure or Guideline (PPG) relating to the operation of the WBC and the sport of Barefoot Water Skiing.

(B) Composition. The Secretary of the WBC shall be an automatic appointment to the committee, plus a minimum of one other Council member.

(C) Key Relationships.

- (1) WBC.
- (2) IWWF Secretary General.

(D) Responsibilities.

- (1) Responsible to the WBC for the drafting of any new Byelaw, Policy, Procedure or Guideline.
- (2) Update the Byelaws and PPG and present to the WBC for approval.
- (3) Provide advisement to the WBC on matters relating to administration of the sport.

704: AWARDS COMMITTEE

(A) Committee Purpose and Objectives.

- (1) To facilitate the receipt and processing of all nominations submitted to the WBC for consideration of being bestowed the Outstanding Service Award and Honorary WBC Member.
- (2) The committee will fully scrutinize all nominations received to ensure they meet the criteria listed in the respective policies (refer to 401 and 402 of the PPG), and that there is a systemic identification, selection, and approval process for worthy candidates.

(B) Composition. The preferred composition is one member from each Confederation.

(C) Key Relationships.

- (1) WBC.
- (2) Confederations.

- (3) Federations.

(D) Responsibilities.

- (1) Liaise with all Confederations and Federations re the submission of suitable nominations for the respective awards.
- (2) Review submitted nominations to ensure they meet the criteria listed in the respective policies (refer to 401 and 402 of the PPG). Where information is missing or is not complete, they shall liaise with the nominator in order to address the shortcoming's where possible. The committee is to ensure the final nomination document presented to the WBC for consideration is appropriately prepared and professional looking, in order to do justice to the nominee of the award.
- (3) Ensure that the nomination forms are posted on the WBC Forum for final consideration by the WBC.
- (4) Procure suitable award plaques, which are to be presented to the recipients.
- (5) Maintain an Honor Board of the awards presented, which is to be held by the WBC/IWWF.
- (6) Oversee and manage the awards presentations at each World Championships or other appropriate events.
- (7) Address issues within the awards program and processes that may arise from time to time.

705: RECORDS REVIEW COMMITTEE

(A) Committee Purpose and Objectives.

- (1) Facilitate the efficient processing of all Record Applications received by the WBC, within the required time frames.
- (2) Liaise with key stakeholders re the outcome of the record submission.

(B) Composition. Consists of three individuals, solicited and designated by the WBC. There shall be one member from each of the three Confederations. Members shall be deemed qualified if they are currently Level 1 officials and have substantial experience.

(C) Key Relationships.

- (1) WBC.
- (2) Confederations.
- (3) Federations.
- (4) Chief Judges/Homologators of Events.
- (5) Record Applicant.

(D) Responsibilities.

- (1) The committee receives the required documentation and media, reviews the validity of the submission, renders a decision on the submission, and informs the key stakeholders and applicant of the outcome.
- (2) The procedure for submitting a Record Application is contained in Rule 17 of the WBC Technical Rules.
- (3) Be available to review any records that are submitted to the committee within the required time frame, as set out in the WBC Technical Rules.
- (4) The Chairman of the committee shall act as Custodian of the World Record Archives, consisting of all documentation and media related to each claim.
- (5) Members will ensure that they have the ability to review and submit their findings to the other members in a timely manner taking into account that the entire process has a maximum time line of 30 days from receipt of a record submission to the final decision.
- (6) Notifying applicants of the outcome of the submission.
- (7) Ordering Record Certificates from the IWSF head office.
- (8) Ensuring the IWSF President and WBC Chairman signs the certificates.
- (9) Ensure that the applicant receives notification and certificates in a timely manner and at an appropriate venue.
- (10) Distribute an updated listing of the World Records to the WBC website manager as the listing changes.

- (11) The committee shall archive all of the documentation and media for all approved record submissions.

Note: This responsibility runs year-round.

706: WBC RANKINGS LIST COMMITTEE**(A) Committee Purpose and Objectives.**

- (1) Responsible for developing and maintaining a worldwide ranking of each competitor's best results from all competitions that meet the WBC Rankings List requirements set forth in the WBC Technical Rulebook and providing this list of scores on the required dates to the WBC website manager for promulgation.
- (2) Make recommendations to the WBC on setting the qualifications scores for independent skier entries for the World Championships or other World Titled Events.
- (3) Look at trends within the sport regarding event scores for each division and provide advisement to the WBC on these trends, as and when requested.

(B) Composition. One member from each Confederation who is computer literate, competent with operating of the Worlds Scoring Program and able to communicate with all Federations within their Confederation.

(C) Key Relationships.

- (1) WBC.
- (2) Federations.

(D) Responsibilities. The overall coordination and collating of all registered skiers best performance into the WBC Rankings List for promulgation via the WBC website.

(1) Specific Tasks.

- (a) Responsible to the WBC for the coordination and creation of the World Rankings Lists, based on the data provided by the Confederation Rankings Officers.
- (b) Oversee all lists created by the Confederation Rankings Officers to ensure they are created in the same approved format and to the required accuracy.

- (c) Provide advisement to the WBC on matters relating to World Rankings and Independent Entry Qualification Scores for World Titles or other World Titled Events.
- (2) **Confederation Rankings Officers.**
- (a) The Confederation Rankings Officers will be responsible for collating each competitor's best results for the Federations within their respective Confederations, from all competitions that meet the WBC Rankings List requirements set forth in the WBC Technical Rulebook.
 - (b) Providing WBC Ranking List of Scores on the required dates to the Rankings List Committee Chairman in the approved format.
 - (c) Ensure the Federations within their Confederation are meeting their obligations in respect to only submitting scores that meet the WBC Rankings List requirements.

707: SYSTEMS AND TECHNOLOGY

- (A) Committee Purpose and Objectives.** Assess ways and means of implementing new systems and/or technology into the sport that may aid administrators, officials, coaches, and athletes to further grow and develop the sport.
- (B) Composition.** Ideally, there shall be one member from each of the three Confederations. Members should have a level of expertise in systems and/or technology that can be used in achieving the committee objectives and purpose.
- (C) Key Relationships.**
- (1) WBC.
 - (2) Confederations.
 - (3) Federations.
 - (4) Officials.

(D) Responsibilities.

- (1) **General.** Responsible for investigating, developing, testing and monitoring the implementation of new ideas, materials, products, innovations etc. that may help the advancement of the sport across all areas—administration, officials, coaches and athletes.
- (2) **Specific Tasks.**
 - (a) Ongoing enhancement of the scoring program.
 - (b) Assess the possible implementation of video judging and develop the required systems and technology to achieve this objective.
 - (c) Review towing devices—Sky Pole, etc.
 - (d) Video capture timing.

708: DEVELOPMENT AND PROMOTION

(A) Committee Purpose and Objectives.

- (1) Increase the level of participation in the sport of Barefoot Water Skiing, both in the number of Federations actively competing at World Championships and the number of skiers within the respective Federations.
- (2) Consider new events (e.g. World Cup) that could further promote the sport.

- (B) Composition.** Ideally, there shall be one member from each of the three Confederations. Members should have a level of expertise in developing programs that can be used in achieving the committee objectives and purpose.

(C) Key Relationships.

- (1) IWWF.
- (2) WBC—Officials Committee.
- (3) Confederations.
- (4) Federations.
- (5) International Coaches.

(D) Responsibilities.

- (1) **General.** Responsible for developing and monitoring the implementation of programs that will retain existing and gain new participants and new Federations in the sport. Assess the viability of implementing new events as a means of growing the sport.
- (2) **Specific Tasks.** Develop an overall training/teaching program for coaches, officials, and athletes.
 - (a) In consultation with the IWWSF and developing and/or developed Federations, facilitate the implementation of the approved programs
 - (b) Create innovative ways to promote the sport internationally, including new events or competitions.

709: OFFICIALS

(A) Committee Purpose and Objectives. Develop an International Standard for educating, testing, and advancing officials. Facilitate the preparation and distribution of training material for officials in order to increase both the number and skill levels of Barefoot Officials throughout the Federations.

(B) Composition. There shall be one member from each of the three Confederations. Members should have previous experience as an official and preferably hold a current Level 1 rating as an official.

(C) Key Relationships.

- (1) WBC.
- (2) Confederations.
- (3) Federations.
- (4) Officials.

(D) Responsibilities.

- (1) **General.** The committee will collectively develop training material that can be utilized by Federations to distribute to their officials as a means to improving their skill sets and for recruiting new officials, together with the implementation and management of officials testing.

(2) Specific Tasks.

- (a) Develop training material—manuals, video's, and other aids.
- (b) Prepare officials exams and testing procedures.
- (c) Oversee and manage the outcomes of officials testing at an international level.
- (d) Conduct international seminars.
- (e) Review both "on" water and "off" water dress standards for officials.

710: SAFETY**(A) Committee Purpose and Objectives.**

Responsible for maintaining and updating the WBC Safety Manual and ensuring the safety practices set forth are promulgated worldwide.

(B) Composition. Ideally there shall be one member from each of the three Confederations who has performed the duties of a Safety Officer at a National or International event and possess knowledge of first aid, CPR, and in-water rescue techniques.

(C) Key Relationships.

- (1) WBC.
- (2) Confederations.
- (3) Federations.
- (4) Medical Staff.

(D) Responsibilities.

- (1) **General.** The committee will maintain and update the WBC Safety Manual and develop additional training material as required that can be utilized by Federations to distribute to any organization responsible for staging barefoot competition.
- (2) **Specific Tasks.**
 - (a) Maintain and update the WBC Safety Manual.
 - (b) Develop training material—manuals, videos, aids relating to safety.
 - (c) Facilitate the transfer of knowledge and information to Federations re the safe practices of in-water rescue.
 - (d) Conduct Safety Training Clinics.

711: HISTORY AND ARCHIVES

(A) Committee Purpose and Objectives. Collate and maintain a record of the sport's history. Facilitate the safe-keeping of items of interest for future generations to observe.

(B) Composition. Ideally, there shall be one member from each of the three Confederations. Additional members who have a passion for recording the sport's history should be actively recruited.

(C) Key Relationships

- (1) WBC.
- (2) Confederations.
- (3) Federations.
- (4) Barefoot Enthusiasts.

(D) Responsibilities

- (1) **General.** The committee will collect, collate and store material that records the activities of the sport through the years. As well as displaying collected material at designated events (e.g. World Championships), they shall investigate suitable means of electronically recording and displaying the collected material.
- (2) **Specific Tasks.** Collect, collate and store:
 - (a) Meeting minutes.
 - (b) World Championships/World Games videos, programs, and posters.
 - (c) World Records applications and videos.
 - (d) Photos from international events.
 - (e) Magazine articles of international interest.
 - (f) Any material of International interest that can be suitably stored, which relates to the sport of Barefoot Water Skiing.

CHAPTER 8: HOMOLOGATION

This guide is intended as an additional aid to Homologators and contains a more comprehensive list of instructions on how to fill in the current IWWF Barefoot Homologation dossier, to that which is contained in the dossier itself.

Homologators are encouraged to complete their dossiers electronically (including electronic signatures with the permission of the officials) and submit them via the Internet, indeed this is now the preferred method of submission. The IWWF Barefoot Homologation dossier can be downloaded from the WBC website.

801: COMPLETING THE DOSSIER

(A) Instructions (Front Page). Read the instructions on the cover page before completing the dossier.

(B) Event Details (Page 1).

(1) **Name of Competition.** The Chief Judge should ensure that the name of the competition recorded on the official score sheet is the same as reported in the Homologation Dossier.

(2) **Date.** Indicate the date of the last day of the competition. Use the World format (Day/Month/Year) for the date, not the American format (Month/Day/Year).

Example: 6 July 2006 should be written 06/07/06 and not 07/06/06.

(3) **Venue and Organizing Country.** If the venue is not in the organizing country, indicate the country where the competition takes place under venue.

Example: When the Swiss Federation organizes the Swiss National Championships in France, this should be reported as: France (FRA) Organizing Country: SUI.

(4) **Records.** List any World or National records that may have been set during the competition, including any foreign National records that you may have been advised of. The supporting paperwork for National records should be sent to the relevant Federation.

(5) **Category.** Tick the relevant categories for the event. If there is more than one category tick, all applicable categories.

(6) **Events.** Tick the events held.

(7) **Divisions.** Tick the relevant divisions of competition.

(8) **Name and Address of Homologator and Name and Address of Chief Judge.** Indicate the addresses where the WBC can send all queries concerning the Homologation Dossier. Do not put the address of the Federation. The WBC will automatically send a copy of any mail to the Federation.

(C) Board of Officials (Page 2).

(1) **Board of Officials.** Fill in the positions represented with the full name of the person concerned.

(2) **Officials Panel.** Complete the "Officials Panel" section printed in the dossier or you may enclose the computer print out of the Judges' panel and their allocated duties throughout the competition. Make sure it identifies each official, clearly indicating the events he/she has judged.

(3) **Computer Software.** List the make of software used for the competition.

(D) Record Application and Declaration (Page 3). Read the notes and instructions at the top of this page carefully.

(1) A record application will be denied if all paperwork and declarations are not completed correctly.

(2) When the dossier is sent to the appropriate WBC Confederational Records Review Committee Member it must be accompanied by the official video tape/CD-ROM/DVD of the performance.

(3) Only DVD's formatted to be played on a standard DVD player and television are accepted for slalom and trick applications.

(E) Tow-Boats and Equipment (Page 4).

Tow Boat—The WBC has an approved list of tow boats (refer PPG 1102) which are recognized as fully compliant with Chapter 11 of the World Barefoot Technical Rules.

Where these boats are used in competition, there is no requirement to complete the homologation section relating to tow boats, other than record the make and model of the tow boat.

Assignment and Speedo Check: Each section is self-explanatory. When stating the actual speeds, calculate them from the actual times and the actual course length. A maximum of two boats can be entered on the dossier itself; photo-copy the page if you have more than two. The use of GPS is the preferred method.

Timing Devices: The normal accuracy standard of stop-watches is +/- 2% per second, per day.

(F) Officials Affidavit and Declaration (Page 5).

- (1) Ensure you complete this page accurately naming all the officials who have functioned during the competition.
- (2) Each official must sign against their name after reading the affidavit declaration at the bottom of the page. Electronic signatures are accepted with the permission of the official.

(G) Homologation Notice (Page 6). This serves as a public information notice advising all those who attend the competition of the homologation status of the competition. Once the Homologator has confirmed the level of homologation he/she must complete the notice, have it signed and then posted on the official competition notice board.

(H) Chief Judge's Report (Pages 7 and 8). Print off these two pages and hand them to the Chief Judge for him/her to complete. Due to the sensitivity of this section, it is not a requirement to include these pages in the dossier collated by the Homologator.

(I) Slalom, Tricks, and Jump Courses (Page 9).

- (1) **Slalom and Tricks Course.** The actual measurements (angular and distance) taken should be inserted into the boxes provided.

Note: Ensure the buoys used are large enough for the skier to see, especially when skiers are coming into the course in the backward barefoot skiing position.

- (2) **Jump Course.** Fill in all the dimension boxes with the actual measurements taken. Ensure the diagram used corresponds with the actual direction of the boat path. It is mandatory that you include all computer coordinates and distance print outs that are used to compute the jump measurements. If a survey of the course(s) has been made, a print out of the survey must also be included. All distances should be reported in metric units rounded to one decimal place.

802: ADDITIONAL DOCUMENTATION

With the exception of the Chief Judge's Report, the Homologation Dossier will not be considered complete unless the Results, Homologation Notice, Officials Affidavit, Competition Chronology and Schedule of Events and Board of Officials are sent to the Confederational Council with the dossier.

(A) Chief Judge's Report Form. The Chief Judge's Report should be enclosed where possible. If not, note this fact on the dossier and remind the Chief Judge to send it to the appropriate Council Chairman or his/her representative as soon as possible after the conclusion of the competition (maximum seven days).

- (1) **Performance Grading.** This form is now double-sided giving more room for the Chief Judge to comment on each official. It must be stressed that each Council is looking for an overall performance grading and report on each official, not just whether the Judge's sheets were good or not.
 - (a) Any "Poor" grading should be backed up by additional comments to help the official improve.
 - (b) The Chief Judge should remember that the report is treated as confidential by the Councils and this should be maintained by the Chief Judge at the competition.
- (b) **Two Copies of Full Results.** One copy of the results is for the verification of the dossier, the second one is for the archives. The Chief Judge and the Homologator should check that the results are understandable by somebody who was not present during the competition.

- (B) **Raw Results.** The raw results must be reported; number of slalom points, number of trick points and jump distances in meters. A copy of the results must also be submitted electronically to the relevant Confederation's Ranking List Custodian.

Example: Listing the number of overall points without the raw performance is not acceptable.

- (1) **Sex of Skier.** The sex of the skiers must be listed: When a result list includes both men and women, please note the sex of each competitor on the results.
- (2) **Class of Homologation.** If the class of homologation is not the same for all rounds of an event note the class of homologation on each sheet of the results.
- (3) **One Copy of All Start Lists.**

Note: Remember to enclose the elimination, semifinal and final round start lists.

- (C) **Homologation Notice.** A separate sheet is included in the dossier which must be completed and signed by the Homologator and the Chief Judge verifying the class of homologation for the competition.

- (1) This notice must have been posted on the Official Competition Notice Board prior to the official start of the competition.
- (2) The Chief Judge and the Homologator are not allowed to verify a class of homologation unless all requirements are completely satisfied.

- (D) **Officials Affidavit.** This must be completed by the Homologator and signed by all the Appointed Officials for the competition under the affidavit statement on the form. Enclose the affidavit with the dossier when it is sent to the Council.

- (E) **Competition Chronology and Schedule of Events.** Include a full schedule of events within the dossier which shows the exact order in which the divisions (and the series within the divisions, if applicable) were run.

- (F) **Board of Officials.** If you do not complete Page 2 of the dossier itself, you must include a full list (typed or computer print-out) of the officials panels as designated by the Chief Judge. As a minimum, the list must clearly indicate which officials were assigned to each event held during the competition.

803: TASKS AT CONCLUSION OF THE COMPETITION

(A) Record Applications.

- (1) Ensure that all the instructions on the dossier pertaining to Record Applications have been followed and all the paperwork is enclosed with the dossier and media.
- (2) Only DVDs formatted to be played on a standard DVD player and television are acceptable for Slalom and Trick Record Applications. Failure to ensure that this has been done could result in the record being denied through no fault of the skier—**THIS SHOULD NEVER HAPPEN.**

- (B) **Homologator's Remarks.** Do not forget that the person who will verify the Homologation Dossier on behalf of the Barefoot Council might not be present at the competition. Giving details of the special circumstances which you faced during the competition will help them understand what happened, and this will speed up the verification process.

- (C) **Signature of the Homologator and Chief Judge.** Do not forget to review the dossier before signing it.

- (D) **Communication of the Dossier to the Barefoot Council.** The Homologator is personally responsible for sending the dossier and media (if required) to the Confederational Council Chairman and WBC Record Review Committee Member. All dossiers must be sent within 14 days.

- (1) Do not rely on anybody to send the dossier. Do it yourself.
- (2) Keep a copy of the dossier. If a dossier is lost, the competition will not be homologated.
- (3) Send the dossier immediately after the competition. The Homologator should try to complete the dossier at the site.
- (4) Quickly answer by return e-mail or by phone any correspondence about the Homologation Dossier. If you are unable to provide the information which is requested, please say so immediately in order that the final decision about the dossier can be taken quickly.

CHAPTER 9: TECHNICAL

This Section provides additional explanation and/or clarification of the listed Technical Rule. The listed rules are a direct extract from the rule book and are followed by the explanatory notes, which are written in italic text.

305: SITE FAMILIARIZATION

(A) Time Allocated.

- (1) **Team Skiers.** The LOC is required to ensure that, if requested, each team be allocated, free of charge, an elapsed period between leaving and returning to the dock equal to 8 minutes multiplied by the number of skiers in the team. The division of this time among the Team Members is the responsibility of the team representative.
- (2) **Independent Skiers.** An independent skier shall be given 3 minutes free of charge familiarization time for each event in which he is entered, up to a maximum of 8 minutes. Familiarization for independents shall be scheduled as close to their Federation's team scheduled familiarization time as practical. The LOC shall schedule independents with no Federation team present wherever expedient.

(B) **Starting Order.** The starting order in familiarization shall, as far as practicable, be in the order of distance traveled from home base, e.g., the further the travel the later the turn.

Note: See PPG for specific site familiarization procedures.

- (1) *Site Familiarization shall be under the control of the Local Organizing Committee (LOC).*
- (2) *The LOC shall ensure the tournament competition area, jump course and ramp, start docks and towers shall be in tournament ready condition and the towboats and tow ropes used for site practice/site familiarization shall be identical to those that will be used in the tournament.*
- (3) *The contestants will be permitted to familiarize themselves with the tournament site, ramp and equipment.*

- (4) *Site Familiarization shall be integrated into the time made available to all teams for paid practice during the week(s) preceding the start of the tournament.*
- (5) *The LOC shall advise Federations in Bulletin No. 2, the cut-off date when teams and independent skiers are required to register for free of charge (FOC) site familiarization.*
- (6) *The LOC is required to ensure that if a Federation registers their intent to undertake site familiarization by the cut-off date, the team will be allocated an elapsed period between leaving and returning to the dock, equal to eight minutes FOC multiplied by the number of skiers in the team. The division of this time among the Team Members is the responsibility of the Team Representative.*
- (7) *An independent skier who registers their intent to undertake site familiarization by the cut-off date, shall be given three minutes FOC familiarization time for each event in which he is entered, up to a maximum of eight minutes. Familiarization for independents shall be scheduled as close to their Federation's team scheduled familiarization time as practical. The LOC shall schedule independents with no Federation team present wherever expedient.*
- (8) *Federations and Independent skiers who do not register for site familiarization with the LOC prior to the cut-off date, shall be allowed FOC site familiarization time if and only as the established site familiarization schedule permits.*
- (9) *The starting order for Federations registered for FOC familiarization shall, as far as practicable, be in the order of distance travelled from home base, i.e. the further the travel the later the turn.*

310: FINALS

(B) Who Qualifies? The first three skiers, based on the results of the semifinal round, shall be qualified to ski in the final round of that event. When the top three skiers from the semifinals have been selected, all their scores shall be removed from a copy of the combined results list of the first two rounds of the event. The skiers having the two top remaining scores on the combined event results list shall go into the finals. Thus, the final round of an event will always comprise five skiers, unless fewer make a positive score in the elimination round or a qualified skier is unable to compete due to illness, injury or other reason.

It is permissible for a skier to deliberately opt out of skiing the semifinal round if they so wish. A skier does not have to ski in the semifinals to be eligible to ski in the finals. The skier's score attained in the elimination round will be used as their qualifying score for the finals.

604: INDEPENDENCE

Where possible, Boat Judges shall be separated to ensure completely independent opinions. Until the expiry of the protest period, the Boat Judges shall not confer on their score except to determine the last trick in time [1607(D)] or to provide provisional results [909].

It is a requirement that the judges do not confer on the issues or express their opinions before, during, or after video review until the protest time has expired.

Video review shall be done in silence, maintaining the independence of the judges just as is required in the towboat. Nobody shall ever be allowed to influence any judge on his or her decision.

If the judge is in doubt after viewing the video they must refresh their knowledge of the applicable rules and make their own determination without outside influence.

Clarifications of the applicable rules are encouraged but the final decision rests entirely with the Event Judge.

It is only during record review that the judges may confer while viewing the video.

607: MINIMUM REQUIREMENTS FOR BOAT OFFICIALS

(C) World Championships.

- (1) **Judges.** Three Level 1 Judges, or a single Level 1 Judge is permitted to replace the three Boat Judges in order to obtain and maintain a minimum of 72 kph/44.7mph through the course as required in 1101.

The only reason the "One-Judge" system should be employed at a World Championships, World Games or Confederation Championship is when the minimum boat speed under Rule 1101(A) cannot be achieved.

706: OFFICIAL USE

(A) When Permitted. The Boat Judges are only permitted to view the official video of an event before the expiry of the protest time at the request of the Chief Judge or Chief Scorer, under the following circumstances:

- (1) **Simple Majority.** To obtain a simple majority decision as to the skier's performance.

The Chief Judge or the Chief Scorer may request the Event Judge/judges to review the video if it is not possible for the Scorers to obtain a majority decision as to the skier's performance.

Errors or misconceptions cannot be corrected during video review under 706(A). The judges are only allowed to make decisions on issues that have no established majority.

When a judge has requested video review on his or her sheets, video review is often not necessary. If the other two judges have established a majority, then 706(A) cannot be invoked. However, if the Event Judges have not established a majority, then video review is necessary.

It is not necessary for all three judges to be present at the same time. Many times if only one judge views the video and makes a determination, his or her decision will establish the necessary majority. Sometimes it may require two or all three judges to establish a majority. If all three Event Judges are not available for video review, then use the ones available in a bid of establishing a majority.

The Event Judges should notify the Scorers of any passes requiring video review when the score sheets and videotapes/diskettes are returned from the boat. The Chief Scorer should immediately pass this information to the Chief Video Officer for the queuing of those passes.

Video review shall always be viewed at normal speed. The video may be viewed as many times as necessary to allow the judge to establish a decision.

When reviewing a trick pass where the judge(s) are experiencing difficulty in determining the actual tricks performed in the pass, the Chief Judge/Chief Scorer may choose to stop the video after a number of, or sequence of tricks executed, commonly known as "chunking." This provides the opportunity for the judges to focus on one or two tricks, rather than the complete trick pass. Once these tricks have been scored, the next trick or group of tricks where a majority decision cannot be reached are reviewed.

It is only during record review that a video may be viewed at slower speed.

- (2) **Failure of Timing Device.** To determine the time parameters of a pass in the event of failure of the timing device.

The Chief Judge (CJ) or the Chief Scorer may request the Event Judge(s) to review the video to determine the time parameters of the pass in the event of failure of the timing device.

If the start or end of pass cannot be determined by the combined use of the official video and the judges' sheets, then a re-ride is mandatory.

If expiry of time is the only issue that has no majority it is not necessary for the Event Judges to view the video.

Any two officials appointed by the CJ may determine the expiry of time and the last trick completed in time or the zone of the last crossing in slalom.

Should the two appointees not be able to establish an agreement, then the CJ or a third appointee will be the deciding judge.

Should three appointees not be able to establish an agreement, then the Chief Judge shall become the sole arbiter.

These appointees are only allowed to determine the expiry of time. They cannot make a decision concerning whether a trick is for credit or a crossing was perfect or imperfect. Those decisions are left to the Event Judges.

- (3) **Exceptional Circumstances.** In circumstances which are judged to be exceptional, the Chief Judge or Chief Scorer is authorized to instruct the Boat Judges to review the video recording to correct errors or misconceptions. **The Chief Judge is free to use any and all evidence he feels is applicable to effect an expeditious and correct decision.**

Exceptional circumstances are not a defined set of events. The Chief Judge and Chief Scorer are allowed the latitude to determine what an exceptional circumstance is. Some examples might be if a judge clearly does not know the applicable rules for a circumstance or has been judging under a misinterpretation of a rule. Or when the Event Judge's sheets are so varied that it is clear that something has broken down in the judging system in the boat. Or if two or all three Event Judges have overlooked a circumstance or occurrence that changes the outcome of the event. Certainly protest can be regarded as exceptional circumstances.

1101: BOAT SPECIFICATIONS

Any boat that conforms to Rule 1101 may be used at IWWF Homologated Events.

1102: WORLD CHAMPIONSHIPS

Any of the following WBC approved towboats are recognized as fully compliant with Rule 1101. Where these boats are used in competition, there is no requirement to complete the homologation section relating to towboats other than record the make and model of the towboat.

- *"The Beast" ProStar 190 6.0L by MasterCraft (with Barefoot plate).*
- *Barefoot Nautique (Mid-Engine).*
- *Barefoot Nautique (Rear-Engine).*
- *Charger Ski Boats – Barefooter (4-stroke outboard).*
- *Custom Ski Boats Protégé (Outboard).*
- *DXII Barefooter by Sanger.*
- *Extreme Comp Barefooter by Ski-Pro.*
- *Gecko Inboard Barefooter.*
- *Malibu FlightCraft Outboard.*
- *MasterCraft Barefoot 200 (Outboard).*
- *Raven Barefooter (Outboard).*
- *Response Barefooter by Malibu Boats.*
- *Sanger Outboard Barefooter.*
- *Ski Brendella Outboard.*
- *Ski Centurion Outboard.*

1103: ROPES AND HANDLES

(D) Rope. The Tournament Committee shall have at least one rope meeting the following requirements in the towboat for all events:

- (1) **Stretch.** Ropes shall be made from a low-stretch plastic or similar material and have been sufficiently pre-stretched so as to allow only minimal stretch.
- (2) **Length.**
 - (a) **Rope.** The overall length of the tournament-supplied ropes shall be 21.5m \pm 15 cm. between the inside of rope loops under 20 kg of tension.
 - (b) **Rope and Handle.** The tournament-supplied rope length with the handle shall be 23m \pm 15cm between the center of the handle grip and the inside of the rope loop with 20 kg of tension.
 - (c) **Measurement.** Measurements of ropes and handles shall be made with 20 kg of tension and shall be between the center of the handle grip (or inside of rope loop) and the inside of the rope loop at the other end.

Exception for Slalom Event. For non-titled events in Slalom, the Homologator will set the length of the tow line to provide the optimum wake—flatness and width, for a speed of 72kph. The same rope setting shall be used for all competitors.

1608: CREDIT FOR PASS TRICKS

(B) Highest Scoring Sequence. The highest scoring sequence of turns that complies with all rotation rules shall be used for scoring a trick run.

The Scorers must use the sequence of tricks that gives the skier the highest possible score within that sequence or group of tricks when scoring a trick run, e.g. a positional turn performed immediately prior to a 180 degree surface turn sequence can be ignored providing that the positional turn complies with the rotational rules under 1613(B).

1706: AFFIDAVIT—CLAIM DOCUMENTATION

- (C) **Qualified Review.** The most qualified officials available shall review the claim and all details as per 1706(D) and 1705(E) while at the tournament. Whenever possible, the Confederational RRC Member should be included in the review of the claim before submission to the RRC Chairman. If this reviewing panel is satisfied that it's valid and the paperwork is in order, the claim shall be put forward as per 1706(F).

A Scrutiny Committee must review all potential records on-site before the record is forwarded to the WBC or Federation Records Committee. Copies shall be made of potential records from the event tapes before the end of the competition. This will allow ratification of records to proceed without interfering with the dispatch of the tapes to the WBC/Federation. The Homologator shall advise the CVO of all potential records for this purpose.

1624: NEW TRICKS

To qualify new tricks for inclusion in the next World Championships, applications for those new tricks shall be submitted to any member of the WBC no less than 120 days before the next World Championships and the WBC shall then adjudicate them on no less than 60 days before the next World Championships. This application shall be in the form of a video recording of the perfect trick on the long line accompanied by a written description of the trick.

Failure by the WBC to make a determination within the required time frame will result in the application automatically being rejected.

APPENDIX A—CHAMPIONSHIPS TASK TRACKING SHEET

EVENT CHAMPIONSHIPS TASK TRACKING SHEET					
Item	Task	Person Responsible	Target Completion Date	Comment	Task Status/Completed/Outstanding
1.0	COURSE SET-UP				
1.1	Slalom/tricks course(s). As described in Technical Rule 104				
1.2	Jump course. As described in Technical Rule 103,				
1.3	Jump ramp. As described in Technical Rule 1401.				
1.4	A primary video jump measuring installation set up to cover the jump area.				
1.5	A spare ramp, either on-site or able to be fetched at short notice.				
1.6	Starting Dock, buoyant and stable enough to sustain a skier during his start, located on or near the course line as depicted in Technical Rule 104. An additional tower dock securely anchored and located on or near the course line is to be provided where possible.				
1.7	A boarding and servicing dock for the boarding of officials and servicing of boats.				
2.0	SITE FACILITIES				
2.1	Jury tower commanding a full view of all courses.				
2.2	Commentator station commanding a full view of all courses and segregated/partitioned from the Jury Tower or in a separate facility				

EVENT CHAMPIONSHIPS TASK TRACKING SHEET (continued)						
Item	Task	Person Responsible	Target Completion Date	Comment	Task Status	Outstanding
2.3	Jury/video room with restricted access and in a quiet area, complete with tables/benches and chairs.					
2.4	Scorer's room with restricted access and in a quiet area, complete with tables/benches and chairs.					
2.5	Secretariat, with adequate desk space and a mail rack for official mail for teams and officials.					
2.6	A medical station on-site, which may be mobile and complete with camp type stretcher/bed and First Aide supplies. See Technical Rule 809			Risk Management procedures for the site to be assessed and documented		
2.7	Shaded rest area or Officials with table and chairs					
2.8	Room for undertaking Drug Testing.					
2.9	An adequate, dependable electrical power supply for the scoring and secretariat computers, the jury video and the video jump camera and computer. An Uninterruptable Power Supply (UPS) should be provided on the Scoring and Video Jump Computers.					
2.10	A re-fuelling station.					
2.11	Press room, with Computer Internet access, Faxes and Telephones if possible.					
2.12	Changing rooms.					
2.13	Gear Storage Shed or Container.					
2.14	Toilets.					

EVENT CHAMPIONSHIPS TASK TRACKING SHEET (continued)					
Item	Task	Person Responsible	Target Completion Date	Comment	Task Status Completed/ Outstanding
2.15	On-site flags poles for flying the IWSF and each Federation flag.				
2.16	Trash receptacles and collection				
2.17	Car Parking			Dedicated parking spot to be provided for Chief Judge, Chief Scorer and Homologator	
3.0	EQUIPMENT				
3.1	Boats as specified in Technical Rule 1101. A minimum of two, which must be identical.				
3.2	Minimum six (6) - 21.5m towlines. Refer Technical Rule 1103,				
3.3	Minimum six (6) - 30cm Jump Handles complete and four (4) 38cm Slalom Handles complete. Refer Technical Rule 1103.				
3.4	Timers (2) as specified in Technical Rule 1104.				
3.5	Public address system			Refer WBC PPG - 516 for additional information	
3.6	Minimum 2 computer systems with approved WBC Scoring and Video Jump software, to compute and print results and calculate the jump. A separate computer and printer with Microsoft Office software.			Refer WBC PPG - 515 for additional information	
3.7	Minimum 3 - Video cameras - 1 for filming the Trick and Slalom passes, 1 for the jump video measuring system and a spare camera, plus spare camera batteries.				

EVENT CHAMPIONSHIPS TASK TRACKING SHEET (continued)					
Item	Task	Person Responsible	Target Completion Date	Comment	Task Status Completed/ Outstanding
3.8	TV screen and two (2) video player/DVD units for use by the Chief Video Manager. One of the video player units must be capable of accepting the camera video tapes or alternatively another camera will be required to enable the transfer of the footage to a master VCR or DVD.				
3.9	TV screen and video player unit for use by the Chief Judge and Judges to review video. The video player must be capable of directly replaying the camera video tapes.				
3.10	Twelve (12) hand held portable radios, with 2 channels installed, plus backup batteries				
3.11	Boat to Shore video replay equipment and TV monitors strategically located around the site. A TV monitor is to be provided in each of the following locations: Scorers Room, PA Tower and Video Managers Room.				
3.12	A radio/video battery multi-recharging facility.				
3.13	Safety Boat with floating/buoyant stretcher or backboard and personal flotation jacket for safety personnel.				
3.14	Photo copying machine.				
3.15	A prize giving podium in the 3-height Olympic format and numbered 1, 2 & 3.				
3.16	Three flag poles adjacent the podium for raising the flags for the 1st, 2nd & 3rd placed, event champions.				
3.17	Federation Placards for Presentation of Teams				

EVENT CHAMPIONSHIPS TASK TRACKING SHEET (continued)						
Item	Task	Person Responsible	Target Completion Date	Comment	Task Status Completed/ Outstanding	
3.18	Officials/Competitor Identification Cards					
3.19	Fire Extinguisher and/or Equipment					
3.20	Megaphone for Emergency Communications					
4.0	CONSUMABLES					
4.1	Fuel, oil and other lubricants.					
4.2	Office Supplies			Refer WBC PPG - 513 for additional information		
4.3	Judges Sheets					
4.4	Video Cassettes					
5.0	INFORMATION & BULLETINS					
5.1	Bulletin No1 (Includes Issue of Intention to Enter Forms)			Refer IWSF Obligations & WBC PPG re Information to be included in the Bulletin		
5.2	Bulletin No2 (Includes Issue of Team and Independent Enter Forms)			Refer IWSF Obligations & WBC PPG re Information to be included in the Bulletin		
5.3	Bulletin No3 (Includes Issue of Definitive Team Entry Form)			Refer IWSF Obligations & WBC PPG re Information to be included in the Bulletin		

EVENT CHAMPIONSHIPS TASK TRACKING SHEET (continued)					
Item	Task	Person Responsible	Target Completion Date	Comment	Task Status Completed/ Outstanding
5.4	Two (2) Notice Boards - One (1) On-site and one (1) at the Official Hotel				
5.5	Official Program			Seek Welcoming Messages from IWSF President and Relevant Government & Host Federation Dignitaries	
6.0	INVITATIONS				
6.1	Federations - Intent to Compete, Preliminary Entry & Definitive Entry Forms			Refer Technical Rule 405 & WBC PPG re timing and format of respective Entry Forms	
6.2	Officials				
6.3	World Barefoot Council				
6.4	IWSF President and Region IWSF Vice President				
6.5	Government and VIP Guests				
7.0	ACCOMMODATION				
7.1	Board and lodging for appointed Officials, IWSF guests and WBC.				
7.2	Reservations for skiers and supporters.				
7.3	Meeting Room for the Council, with video replay equipment and whiteboard.				
7.4	Meeting Room for the Chief Judge, with video replay equipment and whiteboard.				

EVENT CHAMPIONSHIPS TASK TRACKING SHEET (continued)					
Item	Task	Person Responsible	Target Completion Date	Comment	Task Status Completed/ Outstanding
8.0	TRANSPORTATION				
8.1	To and from the main airport and hotel(s).				
8.2	To and from the site and hotel(s). A daily schedule should be posted in each hotel.				
8.3	Special transport arrangements for officials on early or late duty assignments.				
9.0	TEAM TRAINING FACILITIES				
9.1	Competition Site				
9.2	General Training Sites				
10.0	FUNCTIONS & CATERING				
10.1	Welcoming Function				
10.2	Presentation Function				
10.3	Officials/VIP Function (If provided)				
10.4	On-Site Meals				
11.0	MEMENTO'S				
11.1	Officials				
11.2	Competitors				

EVENT CHAMPIONSHIPS TASK TRACKING SHEET (continued)					
Item	Task	Person Responsible	Target Completion Date	Comment	Task Status Completed/ Outstanding
12.0	RESOURCES				
12.1	Event Chairman				
12.2	Event Secretary				
12.3	Technical/Tournament Director				
12.4	Safety Officer.				
12.5	Medical Officer				
12.6	Video Manager				
12.7	Video Operators (minimum of two)				
12.8	Course Crew & Pick-up Drivers				
12.9	Dock Marshall's				
12.10	Commentators				
12.11	Rescue swimmer				
12.12	Computer Technician				
12.13	Welcoming Host				
12.14	Press and Publicity Officer				
12.15	Secretary to the Chief Judge				
12.16	Radio Custodian				

EVENT CHAMPIONSHIPS TASK TRACKING SHEET (continued)					
Item	Task	Person Responsible	Target Completion Date	Comment	Task Status Completed/ Outstanding
12.17	Boat Mechanic/Engineer				
12.18	Functions Manager				
12.19	Sponsorship Manager				
12.20	Web Site Manager				
13.0	ADMINISTRATION				
13.1	Schedule of Events				
13.2	Contact numbers for local Hospital & Ambulance Service				
13.3	Contact phone numbers/room numbers for Chief Judge/Chief Scorer/ Homologator				
13.4	Contact numbers for Electrician, Computer Technician and Boat Mechanic				

APPENDIX B—INTENTION TO COMPETE FORM



World Barefoot Water Ski Championships

Dates

City, Country

INTENTION TO COMPETE

We intend to enter the following team and/or individual skiers to the above World Barefoot Championships:

FEDERATION:						
DIVISION	Open		Junior		Senior	
Team Skiers	Male	Female	Male	Female	Male	Female
Slalom						
Tricks						
Jump						
Independent Skiers	Male	Female	Male	Female	Male	Female
Slalom						
Tricks						
Jump						

Contact Person

Email:

Please return this form as soon as possible or prior to the deadline of _____, to the following people:

Chairman LOC

Email:

Chairman WBC

Email:

DOPING CONTROL

In accordance with the IWWF Anti-Doping Rules, drug controls will be conducted during this competition. In entering this competition all riders agree to be subject to doping control. Information about the IWWF Anti-Doping programme can be found at: <http://www.iwsf.com/AntiDoping/WEBpageinformation10.htm> where there are also links to the list of banned substances.

APPENDIX C(1) – PRELIMINARY ENTRY FORM



World Barefoot Water Ski Championships

Dates

City, Country

PRELIMINARY ENTRY FORM

To be completed for each entry. Please use block capitals to complete form.

SKIER'S FEDERATION:

FAMILY NAME	FIRST NAME	SEX	DATE OF BIRTH

ENTERING AS:	SLALOM JR / SR / Open	TRICKS JR / SR / Open	JUMP JR / SR / Open
Team Member in:			
Reserve Team Member in:			
Individually Qualified skier in:			

* Skier rating scores will be taken from the 2009 World Rankings List and/or the World Scoring Database.

I certify that the information listed above is true and that the registered skier is in possession of a skiing license and a valid insurance and relieves the organizing Federation, the officials and the IWWF of any responsibility for any accident which could occur to the skier during the competition and training.

Signature of Federation Official

Position In Federation

Date

For late entries a fine of \$10 USA per day will be applied.

DOPING CONTROL

In accordance with the IWWF Anti-Doping Rules, drug controls will be conducted during this competition. In entering this competition all riders agree to be subject to doping control. Information about the IWWF Anti-Doping programme can be found at: <http://www.iwsf.com/AntiDoping/WEBpageinformation10.htm> where there are also links to the list of banned substances.

APPENDIX C(2) – PRELIMINARY ENTRY FORM



World Barefoot Water Ski Championships

Dates

City, Country

PRELIMINARY ENTRY FORM

The _____ Federation has sent the entry forms of the following skiers to the organizer of the above titled event (please write in capital letters):

FAMILY NAME	FIRST NAME	SEX	CATEGORY JR / SR / OPEN	DATE OF BIRTH

* Add rows to this form as necessary.

Contact Person

Email:

Please return this form as soon as possible and prior to the deadline of _____, to the following people:

Chairman LOC

Email:

Chairman WBC

Email:

Also: For EA Federations send to: Insert e-mail address of Confederation Barefoot Council Chairman

For AAO Federations send to: Insert e-mail address of Confederation Barefoot Council Chairman

For PA Federations send to: Insert e-mail address of Confederation Barefoot Council Chairman

DOPING CONTROL

In accordance with the IWWF Anti-Doping Rules, drug controls will be conducted during this competition. In entering this competition all riders agree to be subject to doping control. Information about the IWWF Anti-Doping programme can be found at: <http://www.iwsf.com/AntiDoping/WEBpageinformation10.htm> where there are also links to the list of banned substances.

APPENDIX D -DEFINITIVE ENTRY FORM

Federation :	DIVISION: Open - Junior - Senior (use separate form for each division)
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Team Members	Sex	Year of Birth
Reserve Team Members	Sex	Year of Birth
Independent Skiers	Sex	Year of Birth

FEDERATION OFFICIAL _____

POSITION IN FEDERATION _____ DATE _____

Please complete a separate entry form for each Team / Division.

Return the forms to the Secretary of the Organising Committee at least 5 days prior to the start of competition. Deadline [insert date]: _____

 Insert e-mail address of LOC:

Please deliver a copy to relevant Confederation Barefoot Council Chairman and WBC Chairman.

AAO Confederation: Insert e-mail address of Confederation Barefoot Council Chairman _____

EA Confederation: Insert e-mail address of Confederation Barefoot Council Chairman _____

PAMM Confederation: Insert e-mail address of Confederation Council Chairman _____

WBC Chairman: Insert e-mail address of WBC Chairman _____