

International Skyrunning Federation

Organisers Rules & Guidelines



TABLE OF CONTENTS

1. ABBREVIATIONS	8
1.1. ISF BODIES	8
1.2. OTHER BODIES AND ROLES	8
1.3. ANTI-DOPING	8
2. CERTIFIED COURSE LABEL	8
3. CRITERIA FOR HOSTING ISF EVENTS	8
3.1. INCLUSION ON THE CERTIFIED COURSE LABEL LIST	8
3.1.1. CERTIFIED COURSE LABEL FOR NEW COURSES	8
4. APPLICATION PROCEDURE	9
4.1. BIDS FOR STAGING EVENTS	9
4.1.1. EVENT CALENDAR	9
4.2. APPLICATION DEADLINE	9
4.3. APPLICATION DEADLINE POSTPONEMENT	9
4.4. APPLICATION FORM	9
5. APPROVAL PROCESS	9
5.1. BID APPROVAL	9
5.2. AGREEMENT	9
6. GENERAL REMARKS	9
6.1. LOC, NM AND ISF	10
6.1.1. LOC	10
6.1.2. RELATIONS BETWEEN ISF AND LOC/NF	10
6.1.3. AGREEMENT BETWEEN ISF, NM AND LOC	10
6.2. ISF MEETINGS	11



6.2.1. PRE-EVENT PREPARATION MEETINGS	11
7. FINANCE AND ADMINISTRATION	11
7.1. ADMINISTRATIVE REQUIREMENTS	11
7.2. INSURANCE	11
7.3. BUDGET	11
7.4. RESPONSIBILITIES	12
7.5. COSTS BEARED BY THE LOC	12
7.5.1. ISF HOSTING FEE DEPOSIT	12
7.5.2. PRIZE MONEY AND AWARDS	12
7.5.2.1. Skyrunning Continental, Pan-American and Asia-Pacific Championships prize money	12
7.6. EVENT CANCELLATION POLICY	12
7.7. TECHNICAL VISIT	13
7.8. PRE-EVENT VISIT	13
8. ORGANISATION	13
8.1. LOC	13
8.1.1. LOC STAFF	13
8.1.2. LOC OFFICIALS	14
8.1.3. LOC OFFICIALS ROLES AND RESPONSIBILITIES	14
8.1.3.1. The LOC President	14
8.1.3.2. The LOC Race Director	14
8.1.3.3. The LOC Sustainability Officer	14
8.2. ISF	15
8.2.1. ISF STAFF	15
The ISF Staff is composed of:	15
• ISF Event Coordinator	15
• ISF Jury President	15
• ISF Referees	15
• ISF Ranking manager	15
• ISF Marketing and Media Coordinator	15
• National Referees	15
8.2.2. ISF OFFICIALS	15
The ISF Officials are:	15



• ISF Official Representative	15
• Possible ISF Board Members	15
• Possible ISF Continental Council Members	15
8.2.3. ISF STAFF AND OFFICIALS ROLES AND RESPONSIBILITIES	15
8.2.3.1. The ISF Official Representative	15
8.2.3.2. The ISF Event Coordinator	15
8.2.3.3. The ISF Jury President	16
8.2.3.4. The ISF Referees	17
8.2.3.5. The ISF Ranking Manager	17
8.2.3.6. The National Referees	17
8.3. TEAM OFFICIALS	18
9. LOC DOCUMENTATION	18
9.1. PRIOR TO THE EVENT	18
9.2. DURING THE EVENT	18
10. MAIN ON-SITE LOCATIONS	18
10.1. RACE OFFICE	18
10.2. MEDIA AREAS	19
10.2.1. PRESS OFFICE	19
10.2.2. MIXED ZONE	19
10.3. BRIEFING ROOM	19
10.4. ISF MEETING ROOM	19
10.5. BRAND VILLAGE	19
10.6. SPECTATORS AREA	19
11. ON-SITE ORGANISATIONAL ITEMS	19
11.1. MEALS AND ACCOMMODATION	19
11.2. ON-SITE TRANSPORTATION	20
11.3. RACE BIBS	20
11.3.1. RACE BIBS FOR YOUTH AND MASTERS CHAMPIONSHIPS	20
11.3.2. RACE BIBS FOR OPEN RACES	20



11.4. BRIEFING	20
12. OFFICIAL CEREMONIES	21
12.1. ORGANISATION	21
12.2. EVENT CEREMONIES	21
12.3. BIB PRESENTATION	21
12.4. FLOWER CEREMONY	21
12.5. AWARD CEREMONY	22
12.6. CIRCUIT AWARD CEREMONY	22
13. EVENT SCHEDULE	22
13.1. SKYRUNNING WORLD CHAMPIONSHIPS SCHEDULE	22
13.2. YOUTH SKYRUNNING WORLD CHAMPIONSHIPS SCHEDULE	23
13.3. MASTERS SKYRUNNING WORLD CHAMPIONSHIPS SCHEDULE	23
13.4. SKYSNOW WORLD CHAMPIONSHIPS SCHEDULE	23
13.5. STAIRCLIMBING WORLD CHAMPIONSHIPS SCHEDULE	24
13.6. SKYRUNNING CONTINENTAL CHAMPIONSHIPS	24
14. SUSTAINABILITY	24
15. RACE SAFETY	25
15.1. RESCUE AND EMERGENCIES	25
15.2. MEDICAL ORGANISATION	25
15.3. SAFETY COMMITTEE	25
15.4. SAFETY EQUIPMENT	26
16. MEDIA AND TV	26
16.1. VIDEO FOOTAGE ON OFFICIAL WEBSITES AND CHANNELS	26
17. ANTI-DOPING POLICY	26
17.1. ANTI-DOPING CONTROL PROGRAMME	27
17.2. DOPING CONTROL STATION	27
17.2.1. TEST AREA	27
17.2.2. THE WAITING ROOM/AREA	27
17.3. ANTI-DOPING STAFF	27
17.3.1. THE DOPING CONTROL OFFICERS ("DCOs")	27
17.3.2. THE CHAPERONES	28



17.3.3.	THE PERSON IN CHARGE OF ANTI-DOPING FROM THE LOC	28
17.3.4.	ATHLETES UNDERGOING THE ANTI-DOPING TEST	28
17.4.	NUMBER OF TESTS AND SELECTION OF ATHLETES TO BE TESTED	28



EVENT ORGANISATION GUIDELINES



1. ABBREVIATIONS

1.1. ISF BODIES

ISF: International Skyracing Federation

MC: Management Committee

EB: Executive Board

GA: General Assembly

NM: National Member

1.2. OTHER BODIES AND ROLES

IOC: International Olympic Committee

NOC: National Olympic Committee

TAS-CAS: Tribunal Arbitral du Sport – Court of Arbitration for Sport

UIAA: Union Internationale des Associations d'Alpinisme (International Climbing and Mountaineering Federation)

LOC: Local Organising Committee

1.3. ANTI-DOPING

WADA: World Anti-Doping Agency

NADO: National Anti-Doping Organisation

DCO: Doping Control Officer

TUE: Therapeutic Use Exemption

2. CERTIFIED COURSE LABEL

The ISF has developed a system to identify and award skyracing races with a certificate and label. Organisers of skyracing races can request the Certified Course certificate, valid for three years, and relative Certified Course label (CC Label).

The certification is based on a number of parameters, together with the GPX course data and an exclusive algorithm.

3. CRITERIA FOR HOSTING ISF EVENTS

Applicants must have previously held an edition of the event, have the NM support and sanction and be available for a technical homologation visit.

3.1. INCLUSION ON THE CERTIFIED COURSE LABEL LIST

Applicants must have the Certified Course Label for all races where the event will be disputed

3.1.1. CERTIFIED COURSE LABEL FOR NEW COURSES

In case new courses are designed for the event, the CC procedure must be completed before the announcement.



4. APPLICATION PROCEDURE

4.1. BIDS FOR STAGING EVENTS

Application bids to stage ISF events must be submitted through the NM or direct to the ISF, who will coordinate with the relevant NM.

It is implicit that organisers applying to stage any ISF competition have read and accept the ISF rules and have the Course Certification Label.

4.1.1. EVENT CALENDAR

The race date must be compatible with other races in the skyrunning calendar. In the case of incompatibility, the organisers must be willing to anticipate or postdate the race by seven days to be included in the calendar.

4.2. APPLICATION DEADLINE

All application bids must be submitted at least 18 months before the start of the relevant season (i.e. for 2030 World Championships, the deadline is June 30, 2028)

4.3. APPLICATION DEADLINE POSTPONEMENT

In case no applications are received to establish the event calendar, the ISF reserves the right to postpone the deadline accordingly.

In case no applications are received after the delay, the ISF reserves the right to either cancel the event or to look for a LOC direct, seeking the NM support afterwards.

4.4. APPLICATION FORM

The application form for registering events in the ISF calendar is available online.

5. APPROVAL PROCESS

5.1. BID APPROVAL

Once all application bids are received, the ISF will coordinate dates and races with all applicants in order to finalize the calendar. The ISF reserves the right to reject applications in the case the proposed dates and races do not meet the requirements for the calendar. After this evaluation process, the ISF will confirm the event and return the confirmed and signed application form. Once the form is signed, the applicants must pay a 20% deposit on the fee listed below to formalize the candidature.

5.2. AGREEMENT

After the deposit payment, the LOC must sign an agreement with the ISF agreeing to a number of obligations (see 6.1.3)

6. GENERAL REMARKS



6.1. LOC, NM AND ISF

6.1.1. LOC

The LOC is the group of people or entity which executes the right, duties and obligations related to the organisation of the ISF events. The LOC shall make the necessary preparations and carries out the execution and funding of the race. As a principle, the NM ensures the proper organisation of the event and may delegate all or certain tasks, rights and obligations related to the organisation of the races to an affiliated club or another legal entity which then becomes the LOC and party to any agreements made with the ISF. The administrative and legal statuses of LOCs are under the NM responsibility. The ISF headquarters must be informed of the internal structure of the LOC organisation and of the persons in charge of each areas mentioned in this document.

- 6.1.1.1. The LOC shall use the ISF official language (English) in all official documents and meetings (official programme, meeting with teams, Jury meetings, any meeting with international participation, etc.)
- 6.1.1.2. The LOC must organise the event and the races in strict compliance with the applicable ISF Rules and Statutes in force.
- 6.1.1.3. The LOC shall provide all necessary infrastructures, support and services (including power supply) necessary for the proper organisation of the entire event.
- 6.1.1.4. The LOC shall carry out the tasks rights and obligations defined in the ISF rules.

6.1.2. RELATIONS BETWEEN ISF AND LOC/NF

The LOC must name a person who will act as the official liaison between the organisation and the ISF. The LOC must follow all ISF rules maintaining close coordination with the ISF office.

The NM appoints the LOC to carry out the duties and responsibilities connected with organising the event. All aspects defining the mutual obligations between ISF, NM and LOC are defined in a specific contract.

6.1.3. AGREEMENT BETWEEN ISF, NM AND LOC

An agreement is signed between the ISF, NM and LOC. The agreement will specify:

- Definitions
- Appointment of the organiser
- General obligations of the LOC
- The LOC
- The races
- Race venue
- Awards
- Accreditation
- Press and media
- Media and broadcast rights



- Advertising rights
- Exploitation of advertising and commercial rights
- Intellectual property
- Financial obligations
- Insurance
- Environmental safeguard
- Rescue and medical assistance
- ISF assistance
- Termination and consequences thereof
- Indemnity
- Waiver
- Assignments
- Amendment
- Language
- Notices
- Applicable law and arbitration
- Data privacy

6.2. ISF MEETINGS

The ISF will arrange meetings with the appointed LOC and NM in order to prepare for the event.

6.2.1. PRE-EVENT PREPARATION MEETINGS

For the organisation of each event, the ISF will invite for pre-event meetings with the ISF Event Coordinator and the ISF Marketing & Media Coordinator. Follow up meetings will take place in order to coordinate and agree the packages for hosting and media services. These meeting will be organised preferably online. Two weeks before any ISF event, an online pre-event meeting will be organised with the LOC key figures and the ISF staff attending.

7. FINANCE AND ADMINISTRATION

7.1. ADMINISTRATIVE REQUIREMENTS

The LOC and NM must take all necessary and useful administrative measures to ensure that the event takes place in the best possible conditions (assistance and rescue, medical assistance, safeguarding environment, etc).

7.2. INSURANCE

LOC and NM must ensure to hold an insurance policy guaranteeing civil liability cover.

7.3. BUDGET

The budget is the sole responsibility of the NM and the LOC. They assume the event's financial risk, being entirely responsible for any losses and/or deficit, whilst also retaining any surplus in the event of a budget benefit.



The NM and/or LOC must also abide by national legislation with respect to the payment of any taxes that may apply to the event.

7.4. RESPONSIBILITIES

Upon registering an event in the ISF calendar, the LOC agrees to collaborate with the ISF and abide by the ISF rules and accepts the responsibilities entailed, among which:

- all events are subjected to the ISF Anti-Doping policy. Anti-Doping tests will be carried out according to WADA guidelines. Testing may take place before and/or after a race or at any time even out of racing schedule.
- Pay to the ISF the relevant hosting and media fees
- Use the ISF logo, provided by the ISF complying to the ISF guidelines, on the LOC/event website and in all other means of communication.

7.5. COSTS BEARED BY THE LOC

7.5.1. ISF HOSTING FEE DEPOSIT

The NM/LOC will make a deposit consisting in 20% of the Calendar fee (see 9.1). This amount will be required only in case of acceptance of the event and upon signing the LOC agreement. Afterwards, it will be deducted from the total Hosting Fees. This amount is non-refundable.

7.5.2. PRIZE MONEY AND AWARDS

The LOC guarantees a minimum gross prize money in connection with each race according to the ISF rules, which is to be paid within one month after the event. The LOC is entitled to pay a higher than the minimum prize money. Gender equality in the prize money is compulsory.

In case of a tie, the prize money will be shared at equal parts between the tie ranked athletes.

7.5.2.1. Skyrunning Continental, Pan-American and Asia-Pacific Championships prize money

The prize money for the Continental Championships, Pan-American Championships and Asia-Pacific Championships have to be decided in coordination with the respective Continental Councils.

In the event where a Continental Championship is organised in conjunction with a Skyrunner® World Series event, there will be two podiums awarding the two different titles, but only the SWS prize money will be awarded.

7.6. EVENT CANCELLATION POLICY

The races cannot be cancelled or postponed unless in extreme cases. Each race organiser must prepare an alternative reserve course in the case of unfavourable weather conditions.

In the case of cancellation of the event before the first day of work, the deposit/first



installment will not be refunded and used to cover the costs for the pre-event visit and other administrative and organisational costs already occurred.

In case of cancellation of either the entire event or single races from the first day of work onwards, the LOC will be responsible for all costs already occurred by the ISF or its providers/suppliers. The first installment will not be refunded and will be withheld to cover the mentioned costs accordingly. The hosting fee has to be agreed mutually between LOC, NM and ISF.

7.7. TECHNICAL VISIT

Technical visits may be requested by any event which wishes to consider appearing in the ISF calendar, without giving automatic entitlement to appear in the ISF calendar.

Fees for an ISF technical visit are for the exact travel expenses and daily allowance for the number of days of permanence of the ISF staff on the race venue. Previous agreements have to be made between the ISF and the LOC.

7.8. PRE-EVENT VISIT

Once the candidature of a LOC to host an ISF Championship or other ISF event is accepted, the ISF may decide to make a pre-event visit on the venue to be checked from both the organisational and technical sides in accordance with ISF organisational check-list.

The number of people participating in this visit are agreed with the LOC, who is responsible for all the costs (travel, accommodation, daily allowance).

8. ORGANISATION

8.1. LOC

8.1.1. LOC STAFF

All persons involved in the organisation of a race are named "members of the organisation". A list of names will be defined, communicated to the ISF and displayed on the LOC/event website.

A typical LOC is composed of:

- Race director
- Course director
- Administrative officer
- Treasurer
- Press officer
- Sustainability officer
- Person liaising with the ISF
- Person in charge of results
- Person in charge of catering and accommodation
- Person in charge of the award ceremonies
- Person in charge of site management and equipment



- Doctor and rescue team

8.1.2. LOC OFFICIALS

LOC Officials are:

- NF President or representative
- LOC President
- NF Official representatives

8.1.3. LOC OFFICIALS ROLES AND RESPONSIBILITIES

8.1.3.1. The LOC President

The LOC President is in charge of the event for the NM and is the main contact person for the ISF.

8.1.3.2. The LOC Race Director

The Race Director:

- Is in charge of all issues relating to the event
- Liaises with the ISF, the NM and local authorities
- Organises the event according to the ISF Rules
- Is responsible for ensuring that the races meet the requirements of the ISF Rules
- Has the final word whether the event takes place depending on conditions prior to and during the event (weather, course conditions, other environmental impacts, etc.)
- Has the right to review, in accordance with the ISF Event Coordinator and the ISF Jury President, the event schedule in case the conditions aren't compatible with the previously defined programme
- Is in contact with the staff on site from the LOC and the ISF
- Can request the assistance of the ISF staff in agreement with the ISF Event Coordinator
- Validates, together with the ISF, which equipment is to be used for safety reasons
- Is responsible for stopping the race in case of accident, danger, weather conditions, etc.
- Is responsible for evacuating all participants from the race venue: athletes, staff and spectators

8.1.3.3. The LOC Sustainability Officer

The Sustainability Officer:

- Is appointed by the LOC and validated by the NM hosting the event
- Is familiar with the ISF sustainability policy and all related documents, as well as the sustainability concepts and any special rules in force in the hosting country



- Is in charge of making a sustainable plan for the event in accordance with the ISF sustainability guidelines
- Cooperates with the Race Director and ISF Event Coordinator to deal with any important issue concerning sustainability
- Will write a final sustainability report in accordance with the ISF sustainability rules and shares it with the ISF

8.2. ISF

8.2.1. ISF STAFF

The ISF Staff is composed of:

- ISF Event Coordinator
- ISF Jury President
- ISF Referees
- ISF Ranking manager
- ISF Marketing and Media Coordinator
- National Referees

8.2.2. ISF OFFICIALS

The ISF Officials are:

- ISF Official Representative
- Possible ISF Board Members
- Possible ISF Continental Council Members

8.2.3. ISF STAFF AND OFFICIALS ROLES AND RESPONSIBILITIES

8.2.3.1. The ISF Official Representative

The person representing the ISF at the events:

- Is appointed to represent the Federation by the ISF Board
- Is the representative of the ISF in front of the NM representatives, national and local authorities, the LOC and other authorities that are attending the event
- Should foster political relations with the nation and local authorities, the NM and the LOC
- Is the representative of the ISF in all ceremonies and official institutional meetings
- Is informed about the schedule and protocol of all ceremonies before the event
- Supervises the correct organisation of the ceremonies, according to the ISF guidelines
- Is invited to the internal ISF pre-event meetings and debriefing of the event

8.2.3.2. The ISF Event Coordinator

The Event Coordinator:

- Is appointed by the ISF Board
- Coordinates the relation between the ISF and the LOC



- Ensures, together with the LOC and the Sustainability Officer, that the event is in compliance with ISF Sustainability Guidelines
- Coordinates the event preparation and organisation with the ISF staff, especially the Jury President and the Technical Delegate
- Is informed of the protocol drawn by the LOC
- Ensures that ISF rules concerning Anti-Doping are followed
- Must attend all Safety Committee meetings, if invited
- Is responsible for liaising with LOCs, NMs and appointed ISF Referees concerning the general management of the event
- Is accountable for relations with the person in charge of the NM
- Is in charge, together with the ISF Official Representative, of relations with the National Officials of the NMs
- Assures that the ceremonies are carried out according to ISF rules and guidelines
- Writes and official report, incorporating the report of the ISF Jury President within one week after the event addressed to the ISF Board and Office

8.2.3.3. The ISF Jury President

The ISF Jury President:

- Is appointed by the ISF Referee Committee president
- Is an ISF Referee
- Must attend all Safety Committee meetings, if invited
- Ensures compliance with ISF Rules and guidelines and sporting fairness
- Leads the ISF Race Jury and calls for its meetings
- Coordinates the Referees before the event, appoints their position the day before of the race and coordinates their work during the race
- Takes decisions concerning any disputed points or issues that are not provided in the ISF Rules
- Is in constant contact with the LOC Race Director during the race or their representative
- Supervises provisional ranking and performs an initial verification once the provisional results are available
- Applies the penalties and signs the unofficial results
- Receives protests submitted within the correct deadline as specified in the ISF Rules
- Signs official rankings
- Writes and official report incorporating the feedback of the ISF Referees within one week after the event
- Is present at the race briefing



- Is responsible for the equipment control at the finish line (this can be delegated to another Referee)
- Carries out the tasks of the Event Coordinator, in case is not present
- Assigns the tasks to the ISF and National Referees
- Calls the International Disciplinary Commission

8.2.3.4. The ISF Referees

The ISF Referees:

- Are appointed by the ISF Referee Committee president
- Are ISF Referees
- Carry out the tasks assigned by the ISF Jury President during the event
- Ensure that the event is run according to the ISF Rules
- Attend the Briefing
- Can execute and coordinate the set-up of the start/finish area, check the marking is in compliance with the ISF Rules
- Can be the responsible for the starting procedure during the race with material control and starting signal

8.2.3.5. The ISF Ranking Manager

The ISF Ranking Manager coordinates all information concerning the rankings and results.

During the season they also:

- Ensure that ISF Rules are followed and resolve any registration issue (categories, etc)
- Prepare the start lists for the ISF events
- Receive the results from the time-keeping companies or the LOC
- Publish results on the ISF website as soon as possible after each event
- When present at the ISF Championships, produces and publishes the necessary rankings
- Updates the ISF Licences and follow the licence system

8.2.3.6. The National Referees

The National Referees:

- Are appointed by the NM
- If the NM doesn't have National Referees, the ISF Referee Committee president will appoint as many ISF Referees as deemed necessary
- Carry out the tasks assigned by the ISF Jury President during the event



8.3. TEAM OFFICIALS

National team present at the ISF Championships who want to accompany and support their athletes on the course, must be accredited before the event to receive the appropriate approval to be on the course.

To receive such approval, team personnel must possess an ISF Card as ISF Team staff.

Athletes that will act as support for the team, do not any extra Licence to the one they have to compete in said event.

The LOC must provide accreditation for all team officials.

9. LOC DOCUMENTATION

9.1. PRIOR TO THE EVENT

The LOC has to establish a website for the event providing all necessary general information in English. The LOC has to publish specific information about the event for athletes, the NMs, ISF and the press. The website should contain the following elements:

- Detailed programme: schedule and respective locations of each event, including briefing, bibs collection, ceremonies, race office opening hours
- Courses with maps and profiles
- LOC contact information (phone and email of the main contact person/central office/race office)
- Information on how to reach the race venue (by private or public transport)
- Accommodation and/or meal options with prices and deadline for the booking
- Any other information the athletes and NMs should know

The LOC is also supposed to prepare the location for the Anti-Doping controls and provide official accreditation.

9.2. DURING THE EVENT

At the race office, the LOC must provide:

- Event programme
- Accreditation
- Passes for parking, cable cars, etc, when necessary.

Free cable car tickets for team officials should be provided. In agreement with the cable car company, the accreditation can be used to access the cable car.

10. MAIN ON-SITE LOCATIONS

10.1. RACE OFFICE



The race office should be centrally located and clearly signed. At least one English speaking person must be present at the race office.

10.2. MEDIA AREAS

10.2.1. PRESS OFFICE

The press office should be located close to the race office and the LOC Media Coordinator is responsible for the distribution and collection of accreditation, event programme and cable car tickets (when necessary) for media representatives during the event.

10.2.2. MIXED ZONE

An area reserved for members of the press should be set-up inside the finish area. Only people with accreditation will be able to access this area. The LOC is advised to set-up a board showing event logos as well as partner and sponsor logos in front of which interviews may be conducted.

10.3. BRIEFING ROOM

The LOC is responsible for finding a room where the in-person briefing is held. It must have the capacity to host up to 50 National Officials, 10 LOC officials and 5 ISF staff, with chairs, projector, speaking system and a table.

10.4. ISF MEETING ROOM

The LOC has to provide a meeting room for ISF staff for institutional meetings.

10.5. BRAND VILLAGE

The brand village is an area set-up near the start/finish area which is reserved to host the LOC sponsors, as well as ISF sponsors. The area can be used also for activities organised by the LOC and/or the ISF.

10.6. SPECTATORS AREA

The spectators area should be set-up in the start/finish area, but also along the course where spectators can watch the race. This area is to be marked under the LOC responsibility. The LOC must ensure the safety of the spectators.

11. ON-SITE ORGANISATIONAL ITEMS

11.1. MEALS AND ACCOMMODATION

The LOC must organise and be financially responsible for catering and accommodation for the duration of the event for the ISF personnel.

The LOC must provide a list of accommodation facilities (hotels, apartments, guest houses, etc.) as close as possible to the race location. Accommodation facilities should be on a sharing basis for 2-3 people maximum and must include bathroom and toilet in room.



11.2. ON-SITE TRANSPORTATION

Shuttle services or any transportation to reach the race venue should be coordinated by the LOC and be preferably free of charge. A car park near the start area should be reserved for athletes, team officials and organisation members.

The LOC should provide information about the possible connections from the closest airport to the event venue.

11.3. RACE BIBS

Athletes must be identified with a race number reported on the bib. Athletes should be provided two bibs: one to be worn on the chest, the other on the back or on the backpack to maximise visibility.

The bib can include the name of the athlete and the flag and/or IOC country code to identify their nationality and must be visible at all times.

The race bib must not be folded or cut or tampered with in any manner.

11.3.1. RACE BIBS FOR YOUTH AND MASTERS CHAMPIONSHIPS

For Youth and Masters Championships, each age category must have bibs of a different colour, to ease the distinction between the categories.

11.3.2. RACE BIBS FOR OPEN RACES

In case the event includes also an open race, run on the same course and on the same day of an ISF Championship, the athletes participating in the open race must be identified with a bib with a different colour from the ones used for the ISF Championship.

11.4. BRIEFING

Latest on the day before the race, the LOC organises the briefing, chaired by the LOC Race Director and the ISF Jury President. All NMs participating in the event have the right to attend with at least one team official.

All the information presented in the briefing must be shared with the team officials and athletes via email prior to the meeting.

The following people must be present at the briefing:

- LOC President
- LOC Race Director
- ISF Jury President
- ISF Event Coordinator
- ISF Referees

At the briefing the following information is provided:

- Presentation of the name of the event officials
- Weather forecast



- List of compulsory materials
- Aid-stations and access to the aid-stations
- Cut-off times
- Special info on the course
- Special info about the transport
- Race services: place to deposit and collect clothing, showers, catering facilities and other necessary information

12. OFFICIAL CEREMONIES

12.1. ORGANISATION

The LOC is responsible for organising all official ceremonies according to the ISF Rules and protocols, under the guidance of the ISF Event Coordinator. The programme of the ceremonies has to be agreed between both parties. In case of a delay or postponement of the ceremonies the LOC President and ISF Event Coordinator will agree on the new schedule.

12.2. EVENT CEREMONIES

All Championships must have Opening and Closing Ceremonies. In these ceremonies, flags and/or banners with flags and country names must be provided for each nation, have the same size and be equal for every nation.

The Opening Ceremony protocol should be as follows:

- Entry of delegations with nations parade
- Speech of the LOC President
- Speech of the ISF Official Representative
- Speech of the NM President or their representative
- Oath of integrity by the ISF Jury President
- Oath of integrity by one athletes' representative

The Closing Ceremony protocol should be as follows:

- Speech of the LOC President
- Speech of the local/regional representative
- Speech of the NM President or their representative
- Speech and closing declaration of the ISF Official Representative
- Award ceremony for the last race, Combined and Team ranking

12.3. BIB PRESENTATION

The Bib presentation or top athletes presentation is optional. It is recommended to be combined with another ceremony like Opening Ceremony.

12.4. FLOWER CEREMONY

The Flower Ceremony is done immediately after the top three athletes of a category have arrived. Anti-Doping tests can take place only after the Flower Ceremony.



12.5. AWARD CEREMONY

Award ceremonies are scheduled in the event programme. They require a physical podium with three steps where the athletes are clearly identified as first, second and third. The order of the podium steps, seen from the public and press perspective must see the first place in the middle, with the second place on its left and the third place on its right.

The Award Ceremony can be delayed in case of a protest involving one of the top ranked athletes. In case of a postponement, the ISF Event Coordinator must ensure that the information on such changes is communicated to all team captains.

The winners' national anthem has to be played (use official ISF playlist) and the flags of the top 3 athletes have to be shown. Medals, trophies or gifts can be presented by the LOC. Cheques/envelopes for prize money can be presented.

A photo with the two winners has to be arranged. The LOC can honour these athletes with a separate trophy.

12.6. CIRCUIT AWARD CEREMONY

The Circuits award ceremonies are scheduled after the race award ceremony. They don't include national anthems or medals, but prizes and trophies may be presented.

Award ceremonies require a physical podium with three steps where the athletes are clearly identified as first, second and third. The order of the podium steps, seen from the public and press perspective must see the first place in the middle, with the second place on its left and the third place on its right.

13. EVENT SCHEDULE

13.1. SKYRUNNING WORLD CHAMPIONSHIPS SCHEDULE

Day 1	Day 2	Day 3	Day 4	Day 5
ISF Officials arrival	Course check (VERTICAL)	VERTICAL race	SKYULTRA race	SKY race
	Team arrival	Course check (SKY & SKYULTRA)	Course check (SKY)	SKY award ceremony
	Accreditation	VERTICAL award ceremony	SKYULTRA award ceremony	Closing ceremony
	Bib collection			Departure
	Opening ceremony			
	Briefing			



13.2. YOUTH SKYRUNNING WORLD CHAMPIONSHIPS SCHEDULE

Day 1	Day 2	Day 3	Day 4	Day 5
ISF Officials and team arrival	VERTICAL race	Rest day	SKY race	Departure
Course check (VERTICAL)	Course check (SKY)	Course check (SKY)	SKY award ceremony	
Accreditation	VERTICAL award ceremony		Closing ceremony	
Bib collection			Closing dinner	
Opening ceremony				
Briefing				

13.3. MASTERS SKYRUNNING WORLD CHAMPIONSHIPS SCHEDULE

Day 1	Day 2	Day 3	Day 4	Day 5
ISF Officials arrival	Course check (VERTICAL)	VERTICAL race	SKYULTRA race	SKY race
	Team arrival	Course check (SKY & SKYULTRA)	Course check (SKY)	SKY award ceremony
	Accreditation	VERTICAL award ceremony	SKYULTRA award ceremony	Closing ceremony
	Bib collection			Departure
	Opening ceremony			
	Briefing			

In case not all disciplines are disputed, the event may last fewer days.

13.4. SKYSNOW WORLD CHAMPIONSHIPS SCHEDULE

Day 1	Day 2	Day 3	Day 4
ISF Officials arrival	Course check (VERTICAL)	VERTICAL race	CLASSIC race
	Team arrival	Course check (CLASSIC)	CLASSIC award ceremony
	Accreditation	VERTICAL award ceremony	Closing ceremony
	Bib collection		Departure



	Opening ceremony		
	Briefing		

13.5. STAIRCLIMBING WORLD CHAMPIONSHIPS SCHEDULE

Day 1	Day 2
ISF Officials arrival	Main race
Course check	Award ceremony
Team arrival	Closing ceremony
Accreditation	Departure
Bib collection	
Opening ceremony	
Briefing	

13.6. SKYRUNNING CONTINENTAL CHAMPIONSHIPS

Day 1	Day 2	Day 3	Day 4	Day 5
ISF Officials arrival	Course check (VERTICAL)	VERTICAL race	SKYULTRA race	SKY race
	Team arrival	Course check (SKY & SKYULTRA)	Course check (SKY)	SKY award ceremony
	Accreditation	VERTICAL award ceremony	SKYULTRA award ceremony	Closing ceremony
	Bib collection			Departure
	Opening ceremony			
	Briefing			

In case not all disciplines are disputed, the event may last fewer days.

14. SUSTAINABILITY

The LOC acknowledges and agrees that sustainability is an important prerequisite in the organisation of the event. The LOC shall carry out its tasks under this agreement in a manner which duly considers the concept of sustainable development in compliance with the applicable environmental legislation and, whenever and wherever possible, serving to promote the protection of the environment.

The LOC must take all necessary measures to be in compliance with IOC rules.

In particular, the LOC should:



- Consider, when designing a course, the areas with sensitive ecosystems and try to minimize the impact
- Minimize acoustic impact
- Minimize the use of transport (private cars, helicopters, etc.)
- Provide to athletes and spectators information about existing public transport
- Rapidly remove race markings at the end of the race
- Rapidly remove all waste material discarded by spectators and participants, and continue checking once the event is finished
- Inform members of press and spectators of the importance of environmental protection
- Use only biodegradable products for marking

15. RACE SAFETY

Athletes safety must be guaranteed in every part of the race.

The LOC is responsible for the provision of medical services to provide maximum assistance to athletes involved in races. Such medical services must be available for athletes, officials, spectators and any other person attending or being affected by the races.

15.1. RESCUE AND EMERGENCIES

The LOC must provide a rescue service according to directives of the hosting nation, including a rescue plan with medical organisation planned for the event, relations with emergency services and hospital admissions, to be shared with the ISF two weeks before the event.

The LOC Race Director must inform the ISF Jury President of all incidents happened during the event.

15.2. MEDICAL ORGANISATION

The LOC must organise, together with the race doctor, appropriate medical facilities for the event:

- First-aid at start/finish area
- Medical equipment handed out to LOC rescue team positioned on the course
- Facilities for Anti-Doping tests
- Medical assistance area with ambulance
- Helicopter for rescue on the course
- Relations with the emergency services of the nearest hospital
- Medical staff present on race venue at least two hours before the start of the race

15.3. SAFETY COMMITTEE



The LOC Race Director is responsible for the race safety during the event, takes all the decisions about safety and is supported by a Safety Committee, according to the national legislation.

15.4. SAFETY EQUIPMENT

For safety reasons, the LOC might decide to add items to the compulsory materials for athletes and to impose the use of compulsory materials also to the accredited personnel.

16. MEDIA AND TV

The rules for media and tv coverage for ISF events are detailed in the agreement discussed and signed with the LOC.

Key details are:

- **Media and TV rights:** all media and tv rights belong to the ISF
- **Advertising and Commercial Rights**
- **Intellectual Property:** the IP of the event, including logos, branding and event-related content belong to the ISF
- **Advertising implementation Rules**
- **Workforce & Logistics Requirements:** workforce and logistics needed or required by the ISF to the LOC to implement and manage media, TV and sponsor-related activities during the event
- **Event Publications Guidelines:** use of race names, titles, logos, images and videos on printable documents, social media and other promotional materials
- **Press and Media Needs**
- **Minimal Services**
- **LOC Press Office:** The organiser's press office is responsible for local and national promotion and communication, including leaflets, posters and banners posted in the area. Pre and post-race press releases must be prepared and supplied to the ISF together with all images, results and any other relevant information on the competition by email within 24 hours of the closure of the event including professional photographs and video.

16.1. VIDEO FOOTAGE ON OFFICIAL WEBSITES AND CHANNELS

ISF and/or LOC are entitled to publish on their official websites and/or social media channels footage of the hosted events, according to the agreement.

17. ANTI-DOPING POLICY

The ISF supports and successfully applies the Anti-Doping policy via several programmes, in compliance with WADA and IOC guidelines.

The Anti-Doping policy is a top priority of the ISF together with its NMs. The ISF has in place a programme of controls of selected athletes that may be in or out-of-



competition during the year. The LOCs must contribute to the payment of costs for control.

17.1. ANTI-DOPING CONTROL PROGRAMME

The programme is managed under the authority of the ISF, through an agreement with an external supplier specialised in Anti-Doping controls.

The programme includes:

- Definition and management of an athletes testing pool
- Management and organisation of in and out-of-competition testing
- Definition of a budget to cover the cost of testing and DCO remuneration and travel expenses.
- Education
- TUE management
- Results management
- External supplier administrative costs

In addition, for the in-competition tests, the LOCs are requested to appoint a person in charge of Anti-Doping to arrange for the necessary location (doping control station) and equipment, as well as for a team of chaperons and to cover for any related costs (except for the DCOs, which are covered by the ISF). The LOCs have to provide the DCOs with meals and accommodation.

17.2. DOPING CONTROL STATION

The location for carrying out doping tests must respect the recommendations and the technical characteristics set out by WADA in its International Standard for Testing in force, available on the WADA [website](#) and above all show respect to the athletes subjected to the tests.

17.2.1. TEST AREA

The area must be specific for the tests. It must respect the athletes' privacy, confidentiality and gender. The area includes a waiting room, a processing room equipped with table and chairs with an adjacent toilet.

17.2.2. THE WAITING ROOM/AREA

The chaperons accompany the identified athletes to the waiting area and wait for the DCOs to proceed with the sample collection.

The area must be equipped with drinks for each athlete: individually sealed, non-caffeinated and non-alcoholic beverages.

17.3. ANTI-DOPING STAFF

17.3.1. THE DOPING CONTROL OFFICERS ("DCOs")



The DCOs are appointed and remunerated in the framework of the agreement with the external supplier. They contact the LOC and ISF Event Coordinator before the event.

17.3.2. THE CHAPERONES

It is mandatory that, as of the time of their notification for doping control and until the completion of the doping control procedure, athletes selected for doping control must stay under the chaperone's observation at all times after the conclusion of the race.

Chaperones who accompany the athletes must be:

- A man for each male athlete to be tested
- A woman for each woman to be tested
- There must be as many chaperones as athletes to be tested
- Must be of age and, whenever possible, have a good command of the English language

Training of the chaperones is stipulated in the WADA standards and guidelines and is responsibility of the NM. In case of lack of training, the DCO in charge may organise an intensive training course, so as to ensure the doping tests are carried out in the best possible conditions.

The chaperones have to agree that in the exercise of their duties on behalf of the LOC, they shall avoid any undue influence or other factors which may give rise to an actual or perceived conflict between their own personal interests of any other person and those of the LOC.

17.3.3. THE PERSON IN CHARGE OF ANTI-DOPING FROM THE LOC

They are appointed by the LOC and hold the following role:

- Reception of the whole staff: DCOs and chaperones
- Ensuring the necessary means to carry out smooth doping control operations
- Diligently planning of location, drinks, etc.

The person in charge of Anti-Doping from the LOC must display discretion, efficiency and availability and have good knowledge of the English language.

17.3.4. ATHLETES UNDERGOING THE ANTI-DOPING TEST

Athletes undergoing the Anti-Doping tests must present a document (original or a copy) before the test.

They may be accompanied by a team official till the waiting room/area.

17.4. NUMBER OF TESTS AND SELECTION OF ATHLETES TO BE TESTED

The number and nature of tests, as well as the selection of athletes to be tested, is established by the external supplier under the authority of the ISF.