Annex 10B_TC44_Prague_05.2014

INTERNATIONAL BIATHLON UNION

BIATHLON COMPETITION VENUE LICENSE

A License Document instructions

1. GENERAL FACTORS

A. National federation

A.1. National federation contact information

Name of national federation who is requesting the Venue License (e.g.: German Ski Federation), with whole address and contact person at the time of inspection visit.

B. Basic stadium characteristics

B.1. Stadium location description

Fill in the name of the stadium, nearest city or town (name of the venue) and region.

B.2. Stadium capacity

Fill in the number of possible spectators in all three areas.

B.3. Touristic area capacity

Fill in the number of tourist accommodation options (number of tourist beds / rooms) within listed distances. This information can be usually obtained at Tourist Boards or Information Offices.

C. Stadium operational information

C.1. Stadium owned / operated by

Name of the owner of the stadium or who operate the stadium (e.g.: Ski Club Ruhpolding / Wintersports gmbh).

C.2. Contact details of stadium owner / operator

Name and full address of stadium owner or operator (this information will be published at IBU web site after successful License issue).

C.3. Stadium contact / responsible person(s)

Name of the person who can be contacted for all matters connected to biathlon stadium (training possibilities, snow situation, …)

C.4. Organizing Committee (Not required for the License)

Fill in the name of Organizing Committee if already existing.

C.5. Key persons in Organizing Committee (Not required for the License)

Fill in names of key persons at OC (if existing.)

C.6. Involved in Organizing Committee (Not required for the License)

Fill in the number of different level biathlon referees if they are active in existing Organizing Committee.

C.7. Permanent - temporary

Minimum requirements that stadium is permanent are met when shooting range (can be without targets), shooting ramp and competition management building are permanent (solid permanent construction). If stadium is made by temporary elements like cabins, platforms… we understand stadium as temporary.

- Permanent biathlon stadium Answer with yes or no (A License requirement)

- Temporary biathlon stadium Answer with yes or no.

C.8. Temporary elements in the stadium (buildings, cabins, tents, objects…)

Fill in elements that are not permanently installed at the stadium, but can be easily organized when needed (e.g. 20 wax cabins/containers, VIP tent,…).

C.9. Stadium functionality (Not required for the License)

Stadium can be used during whole year or not. Very much depend on snow condition and roller ski course.
Answer with yes or no.

C.10. Training and competition possibilities (Not required for the License)

Connected with previous point and also to state of stadium operational functionality and maintenance.
Answer with yes or no.

C.11 Number of biathlon competitions already hosted (Not required for the License)

Write a number (quantity) of already held competitions in the stadium.

C.12 Owner is responsible for the operation of the stadium (Not required for the License)

Answer with yes or no.

C.13. Owner is responsible for the maintenance of the stadium (Not required for the License)

Answer with yes or no.

C.14. NF and the event host are entitled to host IBU events at any time

Answer with yes or no.

C.15. Who ensures funding of the operation of the stadium (Not required for the License)

Name of organisation who is responsible for stadium operation (e.g.: Municipality of Ruhpolding)

D. Geographical and climate characteristics

D.1. Stadium is located in any kind of environment reserved area

First answer with yes or no. If yes; fill in the type of reserved area (e.g.: water reserved area, birds protected habitat…)

D.2. Restrictions resulting from environment reserved area

Fill in any possible restrictions at the stadium (e.g.: can use chemicals on the courses,…)

D.3. Absolute altitude above sea level

Absolute altitude in meters at different points.

D.4. Daily average temperatures

Fill in the fields with degrees Centigrade. You can find this data at meteorological agencies. If you have one please attach as annex temperatures diagram.

D.5. Average snow height per month

Fill in the fields with centimetres similar as for the temperatures.

D.6. Number of days with snow cover in winter

Average number of days with snow cover in the stadium.

2. SPORT TECHNICAL FACTORS

E. Start, finish, shooting range and courses

E.1. Start zones according to IBU Event & Competition Rules

Answer with yes or no to respected areas. Description of areas can be found at IBU Event & Competition Rules and/or OC Guidelines:

- Single start area 3.2.2
- Pursuit start area 3.2.3
- Simultaneous start area 3.2.4
- Relay hand over zone 3.3.10
- Warm-up area 3.2.1
- Equipment control point 3.2.8

E.2. Finish zone according to IBU Event & Competition Rules

Answer with yes or no to respected areas. Description of areas can be found at IBU Event & Competition Rules and/or OC Guidelines:

- Finish area 3.5.1
- Material inspection point 3.5.2
- Finish exit zone / Mixed zone 3.5.3 / 3.5.6.
- Refreshment point 3.5.4
- Shelter for changing 3.5.5 / Media Guide

E.3. Shooting range acc. to IBU Event & Competition Rules

Answer with yes or no to respected areas. Description of areas can be found at IBU Event & Competition Rules and/or OC Guidelines:

- Shooting direction 3.4.1
- Shooting distance 3.4.2.1
- Permanent shooting ramp 3.4.2.4
- Permanent target ramp 3.4.2.4
- Permanent target lights 3.1.2
- Target placement 3.4.4.3
- Target background and roof 3.4.4.4
- Shooting lanes 3.4.3.1
- Corridors configurations 3.4.2.5
- Penalty Loop 3.3.11 / 3.3.11.1

Name the target system in use for competitions and / or training.

E.4. Course Calculator Chart

Fill in the data in the chart as requested.

E.5. Courses according to IBU Event & Competition Rules

Answer with yes or no to respected areas. Description of areas can be found at IBU Event & Competition Rules and/or OC Guidelines:

- Distances 1.3.10
- Profiles 1.3.10
- Width 3.3.2
- Maximum grade 3.3.2
- Safety 3.3.4

E.6. Artificial lighting (Not required for the License)

Artificial light are in use for night / evening competition if requested by TV transmission. IBU strongly recommends following the IBU Event & Competition Rule 3.1.2 for most of stadiums which has requested A License.
Artificial lighting need to have capacity at least 800 Lux (1000 Lux is recommended).

Fill in requested data in Lux.

F. Team service area

F.1. Team service area

Fill in requested data about Team Service Area. Information can be found at IBU Event & Competition Rules about:

- Team Waxing Cabins 3.6
- Waiting Rooms 3.7
- Warm-up course: 3.3.12 and 3.3.13.

Team cabins can be permanent buildings/cabins or parts of building or can be temporary. When cabins are temporary, stadium has to have enough space to accommodate enough wax cabins as required by level of event and in case of A license also enough space for wax trucks.

Same applies also for IBU family club; area can be permanent facility or temporary. Internet corner can be part of IBU family club if there is enough space.

Warm up course have to be in close proximity to start area (maximum 300 m) and with easy access from team cabins.

- Permanent / temporary team service cabins
- Wax trucks parking
- IBU Family Club

G. Competition management area

G.1. Competition management area

For A License requirements there should be permanent area (can be more than one building), answer with yes or no.

G.2. Offices at Competition management area

Fill in the square meters for each office as part of Competition Management area. Minimum area requirements can be found at OC Guidelines and IBU Event & Competition Rules 3.1:

- Competition office	20 m2
- OC Competition management office	20 m2
- IBU SG and EB Representative Office	20 m2
- IBU RD office	10 m2
- IBU TD / IRs office /	15 m2
- Jury Room	15 m2
- Preliminary material control room	20 m2
- Room for timing and data transfer	30 m2 + 5 m2 storage

H. Scoreboards, video walls, timing system, rifle storage

H.1. Electronic scoreboard

Electronic score board is requested for all big IBU events. Minimum number of lines at the board is 6; location is approved at license inspection.

Scoreboard can be permanent or temporary; for temporary scoreboard the position will be inspected

H.2. Video screen / wall (Not required for the License)

Video screen/wall is not required to obtain a license, but is a common standard at bigger IBU events with TV broadcasting. Fill in the requested fields.

H.3. Existing timing system (Not required for the License)

For competition without official IBU Data Timing partner support stadiums can be equipped with own timing system. Fill in the date if such a system exists.

H.4. Rifle storage (Not required for the License)

If national law for firearms and ammunition required storage of firearms and ammunition at the special secured areas, stadium has to have proper rifle storage with dry shooting room. Storage should accommodate all participants' rifles. Fill in requested data.

I. Power supply, internet and toilets

I.1. Electric power supply

Fill in requested data. When planning the stadium, management should calculate enough power to serve all of the potential users (TV, sport equipment, lighting, hospitality areas, team area…). Capacity of electric power supply has to be at least 900 kW.

At the same time back-up system need to be planned and different power circuits need to be foreseen to minimize potential power breaks.

I.2. Internet connections

For successful organization most of users need solid internet connection. Exact capacity of particular networks will be specially checked for events, license inspectors will be spot checking existing networks at permanent facilities.

I.3. Toilets facilities

Sufficient number of toilets facilities need to be provided at some areas listed at catalogue. At listed areas quality of toilets have to be higher that portable toilet boxes (e.g.: Dixie) and during event toilets have to be constantly checked and maintained.

J. Competition and stadium equipment

J.1. Snow grooming equipment

Stadium need to have proper snow grooming equipment for all possible weather or snow conditions. For license inspection, inspection team need to be able to spot check machines or equipment.

J.2. Courses

Equipment for course marking, safety and others will be spot checked at inspection visit. Fill in requested data. Some requirements can be found in OC Guidelines Graphics and IBU Event & Competition Rules.

Special check for:

- V boards 3.3.7

J.3. Start and finish area

Equipment for course marking, safety and others will be spot checked at inspection visit. Fill in requested data. Some requirements can be found in OC Guidelines Graphics and IBU Event & Competition Rules.

Special check for:

- V boards 3.3.7
- Rifle racks (20 + 10) 3.2.1
- Start / Finish boards 3.2.3.1/3.2.4.1

J.4. Shooting range and Penalty loop

Equipment for course marking, safety and others will be spot checked at inspection visit. Fill in requested data. Some requirements can be found in OC Guidelines Graphics and IBU Event & Competition Rules.

Special check for:

- V boards 3.3.7
- Shooting lanes numbers 3.4.5
- Target numbers 3.4.5
- Wind flags (64) 3.4.6
- Lane dividers (red) 3.4.3.1
- T-posts 3.4.3.1
- Shooting mats 3.4.3.2
- Rifle racks 3.4.7
- Protection fences (m) 3.4.2.5

- Sign boards 3.4.5.1

K. Snow system and snow storage

K.1. Existing artificial snow production system

Answer with yes or no, if stadium is having an artificial snow system. Permanent snow guns are guns which are situated at or owned by stadium and optional is the number of guns which can be added to the system when needed in addition to permanent ones.

Answer what kind of water supplying system is in use and if system is equipped with coolers.

Number of required days with snow production is only estimated at normal weather condition (-5 or more) and with maximum amount of snow guns.

K.2. Snow storage

Answer with yes or no if stadium is in possession of snow storage. If yes, fill in the capacity of the storage.

3. MEDIA REQUIREMENTS

L. TV Operations

L.1 TV Compound

Fill in requested data. There is a minimum area requirement for TV compound: 2.500 m2 for WCH, 1.500 m2 for WC events).

L.2. Commentators booths

Fill in requested data about commentators booths.

L.3. TV Camera positions

If your stadium and courses are already equipped with camera platforms or you know the location of temporary platforms you fill in the number of them. It is necessary to mark them at stadium and courses map.

M. Media Operations

M.1. Media Center

Fill in requested data. There is a minimum area requirement for Media center: 500 m2 for WCH, 350 m2 for WC events).

M.2. Mixed Zone

Fill in requested data. There is a minimum area requirement for Mix zone: 200 m2 for WCH, 100 m2 for WC events).

M.3. Media corridor at shooting range

Fill in requested data. Please note, that media corridor should be organized for the whole length of the range.

M.4. Photo positions

Fill in requested data. There is a minimum area requirement for photo position on the right side of the range: min 16 m2

4. MEDICAL AND ANTI-DOPING REQUIREMENTS

N. Medical care

N.1. General medical care factors

Fill in the name of the nearest hospital where participants can be taken care of and the distance to the venue.

N.2. Medical treatment in the stadium

Fill in requested data.

O. Anti-Doping area

O.1. Anti-doping testing area in the stadium

Fill in requested data. Please note that you should refer to IBU Medical Guidelines when planning or organizing area. IBU Medical department strongly recommend organizing anti-doping area as close to Media center as possible to assure better condition for the athletes (short ways from Media conferences and testing).

5. LOGISTICAL REQUIREMENTS

P. Logistic center

P.1. Logistic center

Answer with yes or no, if there is a permanent building or facility available for organizing Logistic centre when necessary. If yes, describe location of the Centre.

P.2. Offices in the Logistic centre

Fill in the square meters for listed offices which need to be in Logistic Centre. It is not necessary to have it all in one building, however it is strongly recommended.

Minimum requirements are:

- OC Logistic/Information office 10 m2
- Accommodation office 5 m2
- Transport office 5 m2
- Meeting room 20m2

P.3. Accreditation centre

Describe location of the Center. It is not necessary that Accreditation center is in the same building as Logistic office. It has to be possible to organize the space according to IBU Rules for Accreditation.

R. Accommodation

R.1. Accommodation for teams / service companies

There is a minimum requirement for number of beds reserved: 500 beds in a circle of 30 km. Fill in the chart.

R.2. Fitness center (or gym) next to accommodation

Answer with yes or no.

R.3. Accommodation for guests / officials / partner companies

There is a minimum requirement for number of beds reserved: 50 beds in a circle of 30 km. Fill in the chart.

R.4. Accommodation for media representatives (including TV crews)

There is a minimum requirement for number of beds reserved: 150 beds in a circle of 50 km. Fill in the chart.

S. Transport, parking & TC´s Meeting room

S.1. Transport factors

Fill in requested data.

S.2. Team Captain´s Meeting room

Fill in requested data.

S.3. Parking area – number of parking spaces

Fill in the estimated capacities.

6. HOSPITALITY

T. Guests and spectators

T.1. Hospitality areas for guests

Fill in requested data.

T.2. Hospitality areas for spectators

Fill in requested data.

LIST OF ANNEXES

When map or plan of some area is requested it has to be prepared and provide before inspection visit. There will be no visit if all of annexes will not be sent to the IBU HQ prior the visit (14 days).

As mentioned at the License document, some maps can be combined.

IBU

INTERNATIONAL BIATHLON UNION

BIATHLON COMPETITION VENUE LICENSE

A License Inspection Document

This license document is intended for the team of inspectors issuing licenses and ought to help the National Federations in their preparations for the inspection. The various specific criteria for technical facilities set forth in the IBU Event & Competition Rules, Chapter 3 in particular, must be fully and entirely adhered to.

Meaning of chapter number coloring: **A.1.** ***License requirement*** **A.1.** ***Information/Not License requirement***

Type of license		**Valid until:**	

National Federation	
Host venue (city, town)	
Name of the stadium	
Stadium owned by	

For IBU internal use only!

Inspectors:

Date of inspection:

signature

signature

signature

Approved by IBU Executive Board

Date

signature

REMARKS - IBU Inspection Team

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1. GENERAL INFORMATION

A. National Federation

A.1. National federation contact information *(postal address, phone numbers, e-mail addresses...)*	Name			
	Street			
	ZIP Code		City	
	Country			
	Telephone			
	Mobile			
	E-mail			
	Website			
Contact person at NF *(at inspection visit)*	Name			
	Function			

B. Basic stadium characteristics

B.1. Stadium location description	Stadium name				
	Venue name (city, town)				
	Region, county/municipality				
B.2. Stadium capacity	Permanent stands				
	Temporary stands				
	Courses				
B.3. Accommodation capacity in area	Within 30 km	No. of beds		No. rooms	
	Within 60 km	No. of beds		No. rooms	
	Within 100 km	No. of beds		No. rooms	

C. Stadium operational information

C.1. Stadium owned/operated by (name) *(one or more options)*	Club	
	Company	
	Municipality	
	Other	

C.2.	Contact details of stadium owner/operator *(postal address, phone numbers, e-mail addresses...)*	Name		
		Street		
		ZIP Code		City
		Country		
		Telephone		
		Mobile		
		E-mail		
		Website		
C.3.	Stadium contact/responsible person(s) *(at inspection visit)*	Name		
		Function		
C.4.	Organizing Committee	Already existing		
		Name		
C.5.	Key persons in Organizing Committee	President		
		Competition Chief		
		Competition Secretary		
		Chief of Logistics		
		Medical/Anti-Doping Chief		
		Chief of Media		
C.6.	Involved in Organizing Committee	Number of IBU TDs		
		Number of IBU IRs		
		Number of NRs		
C.7.	Permanent - temporary stadium	Permanent biathlon stadium		
		Temporary biathlon stadium		
C.8.	Temporary elements at the stadium (buildings, cabins, tents, objects...)			
C.9.	Stadium functionality	All year long		

			Winter only	
C.10	Training and competition possibilities	Winter biathlon	Competitions	
			Trainings	
		Summer biathlon	Competitions	
			Trainings	
C.11	Number of biathlon competitions already hosted		National winter	
			National summer	
			International winter	
			International summer	

C.12	Owner is responsible for the operation of the stadium	
C.13.	Owner is responsible for the maintenance of the stadium	
C.14.	NF and the event host are entitled to host IBU events at any time	
C.15.	Who ensures funding of the operation of the stadium	

D. Geographical and climate characteristics

D.1.	Is the stadium located in any kind of environmental conservation area?		
	if "YES" Type of environmental conservation area		
D.2.	Restrictions resulting from environmental conservation area		
D.3.	Absolute altitude above sea level	Shooting range/Stadium	m
		Highest point on the courses	m
		Lowest point on the courses	m

			Minimum		*Maximum*
D.4.	Average of daily temperature per month *				
	(in 10-year period)	November		˚C	
		December		˚C	
		January		˚C	

February		˚C	
March		˚C	

** Attach temparature chart with daily temperatures (month by month) for above data, if existing.*

D.5. Average snow depth per month

	Average
November	**cm**
December	**cm**
January	**cm**
February	**cm**
March	**cm**

D.6. Number of days with snow cover in winter

2. TECHNICAL FACTORS

E. Start, finish, shooting range and courses

E.1. Start zones according to IBU Event & Competition Rules (Yes/No)

Individual start area	
Pursuit start area	
Mass Start start area	
Relay hand-over zone	
Warm-up area	
Equipment inspection point	

Annex 1	*Map of Single start area with warm-up area and equipment inspection point (.jpg, .pdf)*
Annex 2	*Map of Pursuit start area with warm-up area and equipment inspection point (.jpg, .pdf)*
Annex 3	*Map of Simultaneous start area with warm-up area and equipment inspection point (.jpg, .pdf)*
Annex 4	*Map of relay hand-up area with warm-up area and equipment inspection point (.jpg, .pdf)*

E.2. Finish zone according to IBU Event & Competition Rules (Yes/No)

Finish area	
Material inspection point	
Finish exit zone/mixed zone	
Refreshment point	
Shelter for changing	

Annex 5	*Map of finish area with exit zone, mixed area, equipment inspection point and flower ceremony area (.jpg, .pdf)*

E.3. Shooting range acc. to IBU Event & Competition Rules — Shooting direction (N)

	(Yes/No)
Shooting distance 50 m +/- 1m	
Permanent shooting ramp	
Permanent target ramp	
Permanent target lights	
Target placement	
Target background and roof	
Shooting lanes	
Corridors configurations	
Penalty Loop	
Target system	

Annex 6	*Map of Shooting range position in the stadium with penalty loop (.jpg, .pdf)*

E.4. Course Calculator Chart

	IND Men	MASS Men	PUR Men	SPR Men	REL Men			
		IND Women	MASS Women		SPR Women	PUR Women	REL Women	PUR YW
	20 km	15 km	12.5 km	10 km	7.5 km	10 km	6 km	1.5 km
First loop								
Middle Loop								
Middle Loop								
Middle Loop								
Finish Loop								
Competition distance	0	0	0	0	0	0	0	0
Highest Point								
Lowest Point								
Maximum Climb								
Total Climb (loop)								
Total Climb (distance)	0	0	0	0	0	0	0	0

Courses length tolerances chart (m)

- 2 %	19.600	14.700	12.250	9.800	7.350	9.800	5.880	7.350
Competition distance	20 km	15 km	12.5 km	10 km	7.5 km	10 km	6 km	1.5 km
+ 5 %	21.000	15.750	13.125	10.500	7.875	10.500	6.300	7.875

Total Climb Chart (m)

Men distances	600 - 800	400 - 600	350 - 500	300 - 450	200 - 300			200 - 300
Women distances		400 - 600	350 - 500		200 - 300	200 - 400	150 - 250	200 - 300

E.5. Course according to IBU Event & Competition Rules

Distances

			Profiles	
			Width	
			Maximum gradient	
			Safety	
E.6.	Artificial lighting	Stadium (yes/no)		**lux**
		Courses		**lux**

Annex 7	*Map of complete biathlon courses system (.jpg, .pdf)*
Annex 8	*Map of 1.5 km loop with profiles and specifications (.jpg, .pdf)*
Annex 9	*Map of 2.0 km loop with profiles and specifications (.jpg, .pdf)*
Annex 10	*Map of 2.5 km loop with profiles and specifications (.jpg, .pdf)*
Annex 11	*Map of 3.0 km loop with profiles and specifications (.jpg, .pdf)*
Annex 12	*Map of 3.3 km loop with profiles and specifications (.jpg, .pdf)*
Annex 13	*Map of 4.0 km loop with profiles and specifications (.jpg, .pdf)*

F. Team service area

F.1.	Team service area	Distance from the start/finish area		**m**
		Permanent team service cabins (quantity)	Waxing	
			Changing	
		Temporary team service cabins (quantity)	Waxing	
			Changing	
		Wax trucks parking capacity		**m²**
		Ski testing area, distance from team service cabins		**m**
		Warm-up course	Distance from team service area	**m**
			length of warm-up loop	**m**
		IBU Family Club (min 100 m²)		**m²**

Annex 14	*Map of team service area position in the stadium (.jpg, .pdf)*

G. Competition management area

G.1.	Competition management area	Permanent building(s)	
G.2.	Offices at competition management area	Competition office (approximately 20 m²)	**m²**
		OC Competition management office (app. 20 m²)	**m²**

IBU GS & EB Representative Office (app. 20 m²)		**m²**
IBU RD office (app. 10 m²)		**m²**
IBU TD/IRs office (app. 15 m²)		**m²**
Jury Room (app. 15 m²)		**m²**
Preliminary material inspection room (app. 20 m²)		**m²**
Room for timing and data transfer equipment (30m² + 5m² storage)		**m²**

Annex 15	*Map of competition management area position in the stadium (.jpg, .pdf)*
Annex 16	*Map of competition management area offices (.jpg, .pdf)*

H. Scoreboards, video walls, timing system, rifle storage

H.1.	Electronic scoreboard (min 6 lines)	Permanent	
		Temporary	
H.2.	Video screen/wall	Permanent	
		Temporary	
		Quantity	

Annex 17	*Map of location of scoreboards and video screens in the stadium (.jpg, .pdf)*

H.3.	Existing timing system	Provider	
		System	
H.4.	Rifle storage	Storeroom	**m²**
		Dry shooting room	**m²**

I. Power supply, internet and toilets

I.1.	Electric power supply	Voltage (110/220)	**V**
		Wattage (min 900)	**kW**
		Back up system	
		Wattage of back-up system	**kW**
I.2.	Internet connections	Competition management area	
		Logistics centre	
		Accreditation centre	
		team service area	

		Anti-doping area	
I.3.	Toilet facilities	Team service area	
		Start area	
		Competition management area	
		TV Compound	
		Media center	

J. COMPETITION AND STADIUM EQUIPMENT

J.1.	Snow grooming equipment	Grooming machines	Type	
			Quantity	
		Snow mobiles	Type	
			Quantity	
		Salt spreader machine	Quantity	
		Grooming trailers for snow mobiles	Type	
			Quantity	

J.2.	Courses	Course sign boards		
		Protection nets		m
		Protection mats		m
		Protection fences		m
		V-boards	Color	
			Quantity	
		Advertising boards		m
J.3.	Start and finish area	Protection fences		m
		Advertising boards		m
		V-boards	Color	
			Quantity	
		Rifle racks (20 + 10)		
		Red lines		
		Start/Finish boards		
		Info boards		

J.4.	Shooting range and penalty loop	Shooting lanes numbers	
		Target numbers	
		Wind flags (64)	
		Lane dividers (red)	
		T-posts	
		Shooting mats	
		Rifle racks (30 + 10)	
		Protection fences (m)	**m**
		V-boards Color	
		Quantity	
		Sign boards	

K. Snow system and snow storage

K.1.	Existing artificial snow production system (yes/no)			
	(if "YES") Number of snow guns		Permanent	
			Optional	
			Total	**0**
		Water supply	Water reservoir (m^3)	**m^3**
			Normal pipeline water (yes/no)	
			Cooling system (yes/no)	
	Estimated number of production days to cover stadium/courses (-5 ˚C)			
K.2.	Snow storage (yes/no)			
		(if "YES")	Storage capacity (m^3)	**m^3**

Remarks *(Chapter 2)*

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3. MEDIA REQUIREMENTS

L. TV Operations

L.1	TV Compound		Area capacity	**m²**
	(~2.500 m² for WCH, ~1.500 m² for WC events)		Electricity source	**kW**
			Cable chanels	
			Internet capacity reserved to TV compound	
L.2.	Commentators' booths	Permanent or temporary		
		If permanent	Size per booth	**m²**
			Quantity	
			Internet access	
			Heating/lighting	
			Electricity	
			Viewing position on stadium/shooting range	
		If temporary	Size per booth	**m²**
			Quantity (min 12)	
			Internet access	
			Heating/lighting	
			Electricity	
			Viewing position on stadium/shooting range	
		Distance to toilets		**m**
L.3.	TV camera positions	Permanent camera platforms (quantity)		
		Temporary camera platforms (quantity)		

Annex 18	*Map of position of TV compound and TV commentators' booths and (if existing) permanent TV camera positions/platforms in the stadium (.jpg, .pdf)*

M. Media Operations

M.1.	Media Center	Permanent center	Size		**m²**
	(min 500 m² for WCH, 350 m² for WC events)		Levels (ground floor, 2 floors...)		
			Biggest room	Size	**m²**
			Photographers' office	(yes/no)	
				Size	**m²**

	Radio office	(yes/no)	
		Size	**m²**
	ENG office	(yes/no)	
		Size	**m²**
	Catering room	Position	
		Size	**m²**
Distance from mixed zone			**m**
Distance from entrance of shooting range			**m**
Internet capacity			

M.2.	Mixed Zone		Position	
	(min 200 m² for WCH, 100 m² for WC events)		Size	**m²**
		Internet access		
		Electricity		

M.3.	Media corridor at shooting range	Width (min 150 cm)	**cm**
	(whole length of shooting range)		

M.4.	Photo positions	Shooting range	Size (Right side; min 16 m²)	**m²**
		Tunnel (yes/no)		
		Start	Size	**m²**
		Finish	Size	**m²**
		Course	How many positions	
		Accessibility of photo positions		

Annex 19	*Map of media center, mixed zone, media corridor at range and photo position in the stadium and courses (.jpg, .pdf)*

Remarks *(Chapter 3)*	• • • • •

4. MEDICAL AND ANTI-DOPING REQUIREMENTS

N. Medical care

N.1.	General medical care factors	Nearest Hospital/Clinic (name)	
		City, location	
		Distance to the venue (km)	**km**

N.2.	Medical treatment area in the stadium	First aid room with quipment		
	(Yes/No)	Automated external defibrillator (AED)/number		
		Location of AED(s)		
		Ambulance car parking		
		Access ways to and from courses		
		Emergency plan		

Annex 20	*Map of medical treatment area position in the stadium with emergency plan including AEDs (.jpg, .pdf)*

O. Anti-Doping area

O.1.	Anti-doping testing area in the stadium	Doctor's room (20m²) with toilet (5m²)	**m²**
		Waiting room (20m²)	**m²**
		Chaperones'/doping control officers' room (15m²)	**m²**

Annex 21	*Map of anti-doping testing area position in the stadium (.jpg, .pdf)*

Note !	*Refer to IBU Medical Guidlines before planning or preparing the facilities! AD area should be located close to media center.*

Remarks *(Chapter 4)*	• • • • • • • • • •

5. LOGISTICAL REQUIREMENTS

P. Logistics center

P.1.	Logistics center	Permanent facility	
	(city and name of the building)	Location	
		Distance to stadium (km)	**km**
P.2.	Offices in the logistics center	OC Logistics/Information office	**m²**
		Accommodation office	**m²**
		Transport office	**m²**
		Meeting room	**m²**
P.3.	Accreditation center	*(refer to IBU Rules for Accreditation)*	**m²**

Annex 22	*Map of logistics center location and plan of offices at the center (.jpg, .pdf)*

R. Accommodation

R.1. Accommodation for teams/service companies — *(minimum 500 beds in total within 30 km/30 min)*

	Name (city, place,...)	Distance to stadium (km)	Winter travel time (min)	Absolute altitude (m)	Cat. A/****	Cat. B/***	Cat. C/**	Apartments
					Number of rooms/beds (000/000)			
Example	*Hotel Post, Ruhpolding*	*12*	*20*	*935*	*80/100*	*250/600*	*150/300*	
Location 1								
Location 2								
Location 3								
Location 4								
Location 5								
Location 6								
Location 7								
Location 8								
Location 9								
Location 10								
	Total rooms and beds by category							
	Total rooms and beds							

R.2. Fitness center (or gym) near accommodation

R.3. Accommodation for guests/officials/partner companies — *(minimum 50 beds in total within 30 km/30 min)*

Name (city, place,...)	Distance to stadium (km)	Winter travel time (min)	Absolute altitude (m)	Cat. A/****	Cat. B/***	Cat. C/**	Apartments
				Number of rooms/beds (000/000)			

					Number of rooms/beds (000/000)			
Location 1								
Location 2								
Location 3								
Location 4								
Location 5								
Total rooms and beds by category								
Total rooms and beds								

R.4. Accommodation for media representatives (including TV crews) *(minimum 150 beds in total within 45 km/45 min)*

	Name (city, place,...)	Distance to stadium (km)	Winter travel time (min)	Absolute altitude (m)	Cat. A/****	Cat. B/***	Cat. C/**	Apartments
					Number of rooms/beds (000/000)			
Location 1								
Location 2								
Location 3								
Location 4								
Location 5								
Total rooms and beds by category								
Total rooms and beds								

Annex 23	*Map of hotels location (.jpg, .pdf)*

S. Transport, Parking & Team Captains' Meeting Room

S.1.	Transport factors	Nearest airport (name)	
		Distance to the venue (km)	
		Roading quality	
S.2.	Team captain's meeting room	Location (city)	
		Building (name)	
		Capacity (number of seats)	
		Audio-visual equipment (yes/no)	

S.3.	Parking area - number of parking spaces	Teams	
		Sponsors and suppliers	

Officials	
OC Members	
Media/TV	
VIPs	
OC Transport service	
Spectators	

Annex 24	*Map of Parking areas in the stadium (.jpg, .pdf)*

Remarks *(Chapter 5)*

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6. HOSPITALITY

T. Guests and spectators

T.1.	Hospitality areas for guests	VIP area (min 500m²)	**m²**
		Other hospitality areas	
		VIP/Hospitality stand capacity (min 250 persons)	
T.2.	Hospitality areas for spectators	Stadium/venue capacity (min 5000 persons)	

Annex 25	*Map of hospitality areas in the stadium (.jpg, .pdf)*

Remarks *(Chapter 6)*

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LIST OF ANNEXES *

Nr.	Subject	Attached

Annex 1	*Map of Single start area with warm-up area and equipment inspection point (.jpg, .pdf)*	
Annex 2	*Map of Pursuit start area with warm-up area and equipment inspection point (.jpg, .pdf)*	
Annex 3	*Map of Simultaneous start area with warm-up area and equipment inspection point (.jpg, .pdf)*	
Annex 4	*Map of Relay hand-up area with warm-up area and equipment inspection point (.jpg, .pdf)*	
Annex 5	*Map of finish area with exit zone, mixed zone, equipment inspection point and flower ceremony area (.jpg, .pdf)*	
Annex 6	*Map of shooting range position in the stadium with penalty loop (.jpg, .pdf)*	
Annex 7	*Map of complete biathlon courses system (.jpg, .pdf)*	
Annex 8	*Map of 1.5 km loop with profiles and specifications (.jpg, .pdf)*	
Annex 9	*Map of 2.0 km loop with profiles and specifications (.jpg, .pdf)*	
Annex 10	*Map of 2.5 km loop with profiles and specifications (.jpg, .pdf)*	
Annex 11	*Map of 3.0 km loop with profiles and specifications (.jpg, .pdf)*	
Annex 12	*Map of 3.3 km loop with profiles and specifications (.jpg, .pdf)*	
Annex 13	*Map of 4.0 km loop with profiles and specifications (.jpg, .pdf)*	
Annex 14	*Map of team service area position in the stadium (.jpg, .pdf)*	
Annex 15	*Map of competition management area position in the stadium (.jpg, .pdf)*	
Annex 16	*Map of competition management area offices (.jpg, .pdf)*	
Annex 17	*Map of location of scoreboards and video screens in the stadium (.jpg, .pdf)*	
Annex 18	*Map of position of TV compound and TV commentators' booths and (if existing) permanent TV camera positions/platforms in the stadium (.jpg, .pdf)*	
Annex 19	*Map of media center, mixed zone, media corridor at range and photo position in the stadium and courses (.jpg, .pdf)*	
Annex 20	*Map of medical treatment area position in the stadium with emergency plan including AEDs (.jpg, .pdf)*	
Annex 21	*Map of anti-doping testing area position in the stadium (.jpg, .pdf)*	
Annex 22	*Map of logistics center location and plan of offices at the center (.jpg, .pdf)*	
Annex 23	*Map of hotels location (.jpg, .pdf)*	
Annex 24	*Map of parking areas in the stadium (.jpg, .pdf)*	
Annex 25	*Map of hospitality areas in the stadium (.jpg, .pdf)*	

* ***Content of annexes can be combined in one map!***

AMENDMENDS

Amendment	***Date***	***Checked by***

Annex 10D_TC44-Prague_05.2014

INTERNATIONAL BIATHLON UNION

BIATHLON COMPETITION VENUE LICENSE

B License Document instructions

1. GENERAL FACTORS

A. National federation

A.1. National federation contact information

Name of national federation who is requesting the Venue License (e.g.: German Ski Federation), with whole address and contact person at the time of inspection visit.

B. Basic stadium characteristics

B.1. Stadium location description

Fill in the name of the stadium, nearest city or town (name of the venue) and region.

B.2. Stadium capacity

Fill in the number of possible spectators in all three areas.

B.3. Touristic area capacity

Fill in the number of tourist accommodation options (number of tourist beds / rooms) within listed distances. This information can be usually obtained at Tourist Boards or Information Offices.

C. Stadium operational information

C.1. Stadium owned / operated by

Name of the owner of the stadium or who operate the stadium (e.g.: Ski Club Ruhpolding / Wintersports gmbh).

C.2. Contact details of stadium owner / operator

Name and full address of stadium owner or operator (this information will be published at IBU web site after successful License issue).

C.3. Stadium contact / responsible person(s)

Name of the person who can be contacted for all matters connected to biathlon stadium (training possibilities, snow situation, …)

C.4. Organizing Committee (Not required for the License)

Fill in the name of Organizing Committee if already existing.

C.5. Key persons in Organizing Committee (Not required for the License)

Fill in names of key persons at OC (if existing.)

C.6. Involved in Organizing Committee (Not required for the License)

Fill in the number of different level biathlon referees if they are active in existing Organizing Committee.

C.7. Permanent - temporary

Minimum requirements that stadium is permanent are met when shooting range (can be without targets), shooting ramp and competition management building are permanent (solid permanent construction). If stadium is made by temporary elements like cabins, platforms… we understand stadium as temporary.

- Permanent biathlon stadium Answer with yes or no

- Temporary biathlon stadium Answer with yes or no.

C.8. Temporary elements in the stadium (buildings, cabins, tents, objects…)

Fill in elements that are not permanently installed at the stadium, but can be easily organized when needed (e.g. 20 wax cabins/containers, VIP tent,…).

C.9. Stadium functionality (Not required for the License)

Stadium can be used during whole year or not. Very much depend on snow condition and roller ski course.
Answer with yes or no.

C.10. Training and competition possibilities (Not required for the License)

Connected with previous point and also to state of stadium operational functionality and maintenance.
Answer with yes or no.

C.11 Number of biathlon competitions already hosted (Not required for the License)

Write a number (quantity) of already held competitions in the stadium.

C.12 Owner is responsible for the operation of the stadium (Not required for the License)

Answer with yes or no.

C.13. Owner is responsible for the maintenance of the stadium (Not required for the License)

Answer with yes or no.

C.14. NF and the event host are entitled to host IBU events at any time

Answer with yes or no.

C.15. Who ensures funding of the operation of the stadium

Name of organisation who is responsible for stadium operation (e.g.: Municipality of Ruhpolding)

D. Geographical and climate characteristics

D.1. Stadium is located in any kind of environment reserved area

First answer with yes or no. If yes; fill in the type of reserved area (e.g.: water reserved area, birds protected habitat…)

D.2. Restrictions resulting from environment reserved area

Fill in any possible restrictions at the stadium (e.g.: can use chemicals on the courses,…)

D.3. Absolute altitude above sea level

Absolute altitude in meters at different points.

D.4. Daily average temperatures

Fill in the fields with degrees Centigrade. You can find this data at meteorological agencies. If you have one please attach as annex temperatures diagram.

D.5. Average snow height per month

Fill in the fields with centimetres similar as for the temperatures.

D.6. Number of days with snow cover in winter

Average number of days with snow cover in the stadium.

2. SPORT TECHNICAL FACTORS

E. Start, finish, shooting range and courses

E.1. Start zones according to IBU Event & Competition Rules

Answer with yes or no to respected areas. Description of areas can be found at IBU Event & Competition Rules and/or OC Guidelines:

- Single start area 3.2.2
- Pursuit start area 3.2.3
- Simultaneous start area 3.2.4
- Relay hand over zone 3.3.10
- Warm-up area 3.2.1
- Equipment control point 3.2.8

E.2. Finish zone according to IBU Event & Competition Rules

Answer with yes or no to respected areas. Description of areas can be found at IBU Event & Competition Rules and/or OC Guidelines:

- Finish area 3.5.1
- Material inspection point 3.5.2
- Finish exit zone / Mixed zone 3.5.3 / 3.5.6.
- Refreshment point 3.5.4
- Shelter for changing 3.5.5 / Media Guide

E.3. Shooting range acc. to IBU Event & Competition Rules

Answer with yes or no to respected areas. Description of areas can be found at IBU Event & Competition Rules and/or OC Guidelines:

- Shooting direction 3.4.1
- Shooting distance 3.4.2.1
- Permanent shooting ramp 3.4.2.4
- Permanent target ramp 3.4.2.4
- Permanent target lights 3.1.2
- Target placement 3.4.4.3
- Target background and roof 3.4.4.4
- Shooting lanes 3.4.3.1
- Corridors configurations 3.4.2.5
- Penalty Loop 3.3.11 / 3.3.11.1

Name the target system in use for competitions and / or training. Please note that B License requirement is fulfilled with mechanical target system.

E.4. Course Calculator Chart

Fill in the data in the chart as requested.

E.5. Courses according to IBU Event & Competition Rules

Answer with yes or no to respected areas. Description of areas can be found at IBU Event & Competition Rules and/or OC Guidelines:

- Distances 1.3.10
- Profiles 1.3.10
- Width 3.3.2
- Maximum grade 3.3.2
- Safety 3.3.4

E.6. Artificial lighting (Not required for the License)

Artificial light are in use for night / evening competition if requested by TV transmission. IBU strongly recommends following the IBU Event & Competition Rule 3.1.2 for most of stadiums which has requested A License.
Artificial lighting need to have capacity at least 800 Lux (1000 Lux is recommended).

Fill in requested data in Lux.

F. Team service area

F.1. Team service area

Fill in requested data about Team Service Area. Information can be found at IBU Event & Competition Rules about:

- Team Waxing Cabins 3.6
- Waiting Rooms 3.7
- Warm-up course: 3.3.12 and 3.3.13.

Team cabins can be permanent buildings/cabins or parts of building or can be temporary. When cabins are temporary, stadium has to have enough space to accommodate enough wax cabins as required by level of event and in case of A license also enough space for wax trucks.

Same applies also for IBU family club; area can be permanent facility or temporary. Internet corner can be part of IBU family club if there is enough space.

Warm up course have to be in close proximity to start area (maximum 300 m) and with easy access from team cabins.

- Permanent / temporary team service cabins
- Wax trucks parking
- IBU Family Club

G. Competition management area

G.1. Competition management area

For B License permanent building(s) is not required (can be more than one building). Answer with yes or no.

G.2. Offices at Competition management area

Fill in the square meters for each office as part of Competition Management area. Minimum area requirements can be found at OC Guidelines and IBU Event & Competition Rules 3.1:

- Competition office	20 m2
- OC Competition management office	20 m2
- IBU SG and EB Representative Office	20 m2
- IBU RD office	10 m2
- IBU TD / IRs office /	15 m2
- Jury Room	15 m2
- Preliminary material control room	20 m2
- Room for timing and data transfer	30 m2 + 5 m2 storage

H. Scoreboards, video walls, timing system, rifle storage

H.1. Electronic scoreboard

Electronic score board is requested for all big IBU events. Minimum number of lines at the board is 6; location is approved at license inspection.

Scoreboard can be permanent or temporary; for temporary scoreboard the position will be inspected

H.2. Existing timing system (Not required for the License)

For competition without official IBU Data Timing partner support stadiums can be equipped with own timing system. Fill in the date if such a system exists.

H.3. Rifle storage (Not required for the License)

If national law for firearms and ammunition required storage of firearms and ammunition at the special secured areas, stadium has to have proper rifle storage with dry shooting room. Storage should accommodate all participants' rifles. Fill in requested data.

I. Power supply, internet and toilets

I.1. Electric power supply

Fill in requested data. When planning the stadium, management should calculate enough power to serve all of the potential users (TV, sport equipment, lighting, hospitality areas, team area…). Capacity of electric power supply has to be at least 900 kW.

At the same time back-up system need to be planned and different power circuits need to be foreseen to minimize potential power breaks.

I.2. Internet connections

For successful organization most of users need solid internet connection. Exact capacity of particular networks will be specially checked for events, license inspectors will be spot checking existing networks at permanent facilities.

I.3. Toilets facilities

Sufficient number of toilets facilities need to be provided at some areas listed at catalogue. At listed areas quality of toilets have to be higher that portable toilet boxes (e.g.: Dixie) and during event toilets have to be constantly checked and maintained.

J. Competition and stadium equipment

J.1. Snow grooming equipment

Stadium need to have proper snow grooming equipment for all possible weather or snow conditions. For license inspection, inspection team need to be able to spot check machines or equipment.

J.2. Courses

Equipment for course marking, safety and others will be spot checked at inspection visit. Fill in requested data. Some requirements can be found in OC Guidelines Graphics and IBU Event & Competition Rules.

Special check for:

- V boards 3.3.7

J.3. Start and finish area

Equipment for course marking, safety and others will be spot checked at inspection visit. Fill in requested data. Some requirements can be found in OC Guidelines Graphics and IBU Event & Competition Rules.

Special check for:

- V boards 3.3.7
- Rifle racks (20 + 10) 3.2.1
- Start / Finish boards 3.2.3.1/3.2.4.1

J.4. Shooting range and Penalty loop

Equipment for course marking, safety and others will be spot checked at inspection visit. Fill in requested data. Some requirements can be found in OC Guidelines Graphics and IBU Event & Competition Rules.

Special check for:

- V boards 3.3.7
- Shooting lanes numbers 3.4.5
- Target numbers 3.4.5
- Wind flags (64) 3.4.6
- Lane dividers (red) 3.4.3.1
- T-posts 3.4.3.1
- Shooting mats 3.4.3.2
- Rifle racks 3.4.7
- Protection fences (m) 3.4.2.5
- Sign boards 3.4.5.1

K. Snow system and snow storage

K.1. Existing artificial snow production system (Not required for the License)

Answer with yes or no, if stadium is having an artificial snow system. Permanent snow guns are guns which are situated at or owned by stadium and optional is the number of guns which can be added to the system when needed in addition to permanent ones.

Answer what kind of water supplying system is in use and if system is equipped with coolers.

Number of required days with snow production is only estimated at normal weather condition (-5 or more) and with maximum amount of snow guns.

K.2. Snow storage (Not required for the License)

Answer with yes or no if stadium is in possession of snow storage. If yes, fill in the capacity of the storage.

3. MEDIA REQUIREMENTS

L. TV Operations

L.1 TV Compound

Fill in requested data. There is a minimum area requirement for TV compound: 500 m2 for ECH / YJWCH events

L.2. Commentators booths

Fill in requested data about commentators booths.

M. Media Operations

M.1. Media Center

Fill in requested data. There is a minimum area requirement for Media center: 50 m2 for IBU Cups, 100 m2 for ECH / YJWCH events.

M.2. Mixed Zone

Fill in requested data. There is a minimum area requirement for Mix zone: 50 m2.

M.3. Media corridor at shooting range

Fill in requested data. Please note, that media corridor should be organized for the whole length of the range.

M.4. Photo positions

Fill in requested data. There is a minimum area requirement for photo position on the right side of the range: min 9 m2

4. MEDICAL AND ANTI-DOPING REQUIREMENTS

N. Medical care

N.1. General medical care factors

Fill in the name of the nearest hospital where participants can be taken care of and the distance to the venue.

N.2. Medical treatment in the stadium

Fill in requested data.

O. Anti-Doping area

O.1. Anti-doping testing area in the stadium

Fill in requested data. Please note that you should refer to IBU Medical Guidelines when planning or organizing area. IBU Medical department strongly recommend organizing anti-doping area as close to Media center as possible to assure better condition for the athletes (short ways from Media conferences and testing).

5. LOGISTICAL REQUIREMENTS

P. Logistic center

P.1. Logistic center

Describe location and size of Logistic center facility.

R. Accommodation

R.1. Accommodation for teams / service companies

There is a minimum requirement for number of beds reserved: 500 beds in a circle of 30 km. Fill in the chart.

R.2. Fitness center (or gym) next to accommodation (Not required for the License)

Answer with yes or no.

S. Transport and parking

S.1. Transport factors

Fill in requested data.

S.2. Team Captain´s Meeting Room

Fill in requested data.

S.3. Parking area – number of parking spaces

Fill in the estimated capacities.

6. HOSPITALITY

T. Guests and spectators

T.1. Hospitality areas for spectators

Fill in requested data.

LIST OF ANNEXES

When map or plan of some area is requested it has to be prepared and provide before inspection visit. There will be no visit if all of annexes will not be sent to the IBU HQ prior the visit (14 days).

As mentioned at the License document, some maps can be combined.

IBU

INTERNATIONAL BIATHLON UNION

BIATHLON COMPETITION VENUE LICENSE

B License Inspection Document

This license document is intended for the team of inspectors issuing licenses and ought to help the National Federations in their preparations for the inspection. The various specific criteria for technical facilities set forth in the IBU Event & Competition Rules, Chapter 3 in particular, must be fully and entirely adhered to.

Meaning of chapter number color: **A.1.** ***License requirement*** **A.1.** ***Information/not License requirement***

Type of license **Valid until:**

National Federation

Host venue (city, town)

Name of the Stadium

Stadium owned by

For IBU internal use only!

Inspectors: Date of inspection:

signature

signature

signature

Approved by IBU Executive Board

Date

signature

REMARKS - IBU Inspection Team

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1. GENERAL INFORMATION

A. National Federation

A.1. National federation contact information *(postal address, phone numbers, e-mail addresses...)*	Name			
	Street			
	ZIP Code		City	
	Country			
	Telephone			
	Mobile			
	E-mail			
	Website			
Contact person at NF *(at inspection visit)*	Name			
	Function			

B. Basic stadium characteristics

B.1. Stadium location description	Stadium name					
	Venue name (city, town)					
	Region, municipality/county					
B.2. Stadium capacity	Permanent stands					
	Temporary stands					
	Courses					
B.3. Accommodation capacity in area	Within 30 km	No. of beds		No. rooms		
	Within 60 km	No. of beds		No. rooms		
	Within 100 km	No. of beds		No. rooms		

C. Stadium operational information

C.1. Stadium owned/operated by (name) *(one or more options)*	Club	
	Company	
	Municipality	
	Other	

C.2.	Contact details of stadium owner/operator *(postal address, phone numbers, e-mail addresses...)*	Name		
		Street		
		ZIP Code		City
		Country		
		Telephone		
		Mobile		
		E-mail		
		Website		
C.3.	Stadium contact/responsible person(s) *(at inspection visit)*	Name		
		Function		
C.4.	Organizing Committee	Already existing		
		Name		
C.5.	Key persons in Organizing Committee	President		
		Competition Chief		
		Competition Secretary		
		Chief of Logistics		
		Medical/Anti-Doping Chief		
		Chief of Media		
C.6.	Involved in Organizing Committee	Number of IBU TDs		
		Number of IBU IRs		
		Number of NRs		
C.7.	Permanent - temporary stadium	Permanent biathlon stadium		
		Temporary biathlon stadium		
C.8.	Temporary elements at the stadium (buildings, cabins, tents, objects...)			
C.9.	Stadium functionality	All year long		

			Winter only	
C.10	Training and competition possibilities	Winter biathlon	Competitions	
			Trainings	
		Summer biathlon	Competitions	
			Trainings	
C.11	Number of biathlon competitions already hosted		National winter	
			National summer	
			International winter	
			International summer	

C.12	Owner is responsible for the operation of the stadium	
C.13.	Owner is responsible for the maintenance of the stadium	
C.14.	NF and the event host are entitled to host IBU events at any time	
C.15.	Who ensures funding of the operation of the stadium?	

D. Geographical and climate characteristics

D.1.	Is the stadium located in any kind of environmental conservation area?		
	if "YES"	Type of environmental conservation area	
D.2.	Restrictions resulting from environmental conservation area		
D.3.	Absolute altitude above sea level	Shooting range/stadium	**m**
		Highest point on the courses	**m**
		Lowest point on the courses	**m**

				Minimum		*Maximum*
D.4.	Average of daily temperature for months *					
		(in 10-year period)	November		**˚C**	
			December		**˚C**	
			January		**˚C**	

February		˚C	
March		˚C	

** Attach temparature chart with daily temperatures (month by month) for above data, if existing.*

D.5. Average snow depth per month

	Average
November	**cm**
December	**cm**
January	**cm**
February	**cm**
March	**cm**

D.6. Number of days with snow cover in winter

2. TECHNICAL FACTORS

E. Start, finish, shooting range and courses

E.1. Start zones according to IBU Event & Competition Rules (Yes/No)

Individual start area	
Pursuit start area	
Mass Start start area	
Relay hand-over zone	
Warm-up area	
Equipment inspection point	

Annex 1	*Map of Individual start area with warm-up area and equipment inspection point (.jpg, .pdf)*
Annex 2	*Map of Pursuit start area with warm-up area and equipment inspection point (.jpg, .pdf)*
Annex 3	*Map of Simultaneous start area with warm-up area and equipment inspection point (.jpg, .pdf)*
Annex 4	*Map of Relay hand-up area with warm-up area and equipment inspection point (.jpg, .pdf)*

E.2. Finish zone according to IBU Event & Competition Rules (Yes/No)

Finish area	
Material inspection point	
Finish exit zone/mixed zone	
Refreshment point	
Shelter for changing	

Annex 5	*Map of finish area with exit zone, mixed area, equipment inspection point and flower ceremony area (.jpg, .pdf)*

E.3. Shooting range acc. to IBU Event & Competition Rules — Shooting direction (N)

	(Yes/No)
Shooting distance 50 m +/- 1m	
Permanent shooting ramp	
Permanent target ramp	
Permanent target lights	
Target placement	
Target background and roof	
Shooting lanes	
Corridor configurations	
Penalty loop	
Target system	

Note !	*Mechanical targets system is required for IBU B License! Electro-mechanical/electronic system is optional.*
Annex 6	*Map of shooting range location in the stadium with penalty loop (.jpg, .pdf)*

E.4. Course Calculator Chart

	IND Men	MASS Men	PUR Men	SPR Men	REL Men			
		IND Women	MASS Women		SPR Women	PUR Women	REL Women	PUR YW
	20 km	15 km	12.5 km	10 km	7.5 km	10 km	6 km	1.5 km
First loop								
Middle Loop								
Middle Loop								
Middle Loop								
Finish Loop								
Competition distance	0	0	0	0	0	0	0	0
Highest point								
Lowest point								
Maximum Climb								
Total Climb (loop)								
Total Climb (distance)	0	0	0	0	0	0	0	0
Courses length tolerances chart (m)								
- 2 %	19.600	14.700	12.250	9.800	7.350	9.800	5.880	7.350
Competition distance	20 km	15 km	12.5 km	10 km	7.5 km	10 km	6 km	1.5 km
+ 5 %	21.000	15.750	13.125	10.500	7.875	10.500	6.300	7.875
Total Climb Chart (m)								
Men distances	600 - 800	400 - 600	350 - 500	300 - 450	200 - 300			200 - 300
Women distances		400 - 600	350 - 500		200 - 300	200 - 400	150 - 250	200 - 300

E.5. Courses according to IBU Event & Competition Rules

Distances

			Profiles	
			Width	
			Maximum grade	
			Safety	
E.6.	Artificial lighting	Stadium (yes/no)		**lux**
		Courses		**lux**

Annex 7	*Map of complete biathlon courses system (.jpg, .pdf)*
Annex 8	*Map of 1.5 km loop with profiles and specifications (.jpg, .pdf)*
Annex 9	*Map of 2.0 km loop with profiles and specifications (.jpg, .pdf)*
Annex 10	*Map of 2.5 km loop with profiles and specifications (.jpg, .pdf)*
Annex 11	*Map of 3.0 km loop with profiles and specifications (.jpg, .pdf)*
Annex 12	*Map of 3.3 km loop with profiles and specifications (.jpg, .pdf)*
Annex 13	*Map of 4.0 km loop with profiles and specifications (.jpg, .pdf)*

F. Team service area

F.1.	Team service area	Distance from the start/finish area		**m**
		Permanent team service cabins (quantity)	Waxing	
		Temporary team service cabins (quantity)	Waxing	
		Common changing area (men/women)		
		Ski testing area, distance from team service cabins		**m**
		Warm-up course	Distance from team service area	**m**
			Length of warm-up loop	**m**
		Athlete warm-up room/IBU Family Club (min 50 m²)		**m²**

Annex 14	*Map of team service area position in the stadium (.jpg, .pdf)*

G. Competition management area

G.1.	Competition management area	Permanent building(s)	
		Temporary building(s)	
G.2.	Offices in competition management area	Competition office (approximately 20 m²)	**m²**
		OC competition management office (app. 15 m²)	**m²**
		IBU RD office (app. 10 m²)	**m²**

IBU TD/IRs office (app. 15 m²)		m²
Competition Jury Room (app. 15 m²)		m²
Preliminary material inspection room (app. 20 m²)		m²
Room for timing and data transfer equipment (20m² + 5m² storage)		m²

Annex 15	*Map of competition management area position in the stadium (.jpg, .pdf)*
Annex 16	*Map of competition management area offices (.jpg, .pdf)*

H. Scoreboards, video walls, timing system, rifle storage

H.1.	Electronic scoreboard (min 6 lines)	Permanent	
		Temporary	

Annex 17	*Map of positions of scoreboards and video screens in the stadium (.jpg, .pdf)*

H.2.	Existing timing system	Provider	
		System	
H.3.	Rifle storage	Storeroom	m²
		Dry shooting room	m²

I. Power supply, internet and toilets

I.1.	Electric power supply	Voltage	V
		Wattage (min 450)	kW
		Back-up system	
		Wattage of back-up system	kW
I.2.	Internet connections	Competition management area	
		Logistics centre	
		Anti-doping area	
		Media areas	
I.3.	Toilet facilities	Team service area	
		Start area	
		Competition management area	
		Media centre	

J. COMPETITION AND STADIUM EQUIPMENT

J.1.	Snow grooming equipment	Grooming machines	Type	
			Quantity	
		Snow mobiles	Type	
			Quantity	
		Salt spreader machine	Quantity	
		Grooming trailers for snow mobiles	Type	
			Quantity	

J.2.	Courses	Course sign boards		
		Protection nets		**m**
		Protection mats		**m**
		Protection fences		**m**
		V-boards	Color	
			Quantity	
		Advertising boards		**m**
J.3.	Start and finish area	Protection fences		**m**
		Advertising boards		**m**
		V-boards	Color	
			Quantity	
		Rifle racks (20 + 10)		
		Red lines		
		Start/Finish boards		
		Info boards		
J.4.	Shooting range and penalty loop	Shooting lanes numbers		
		Target numbers		
		Wind flags (64)		
		Lane dividers (red)		
		T-posts		
		Shooting mats		
		Rifle racks (30 + 10)		

Protection fences (m)		m
V-boards	Color	
	Quantity	
	Sign boards	

K. Snow system and snow storage

K.1.	Existing artificial snow production system (yes/no)			
(if "YES")	Number of snow guns		Permanent	
			Optional	
			Total	0
	Water supply	Water reservoir (m^3)		m^3
		Normal pipeline water (yes/no)		
		Cooling system (yes/no)		
	Estimated number of production days to cover stadium/courses (-5 ˚C)			
K.2.	Snow storage (yes/no)			
	(if "YES")	Storage capacity (m^3)		m^3

Remarks *(Chapter 2)*

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3. MEDIA REQUIREMENTS

L. TV Operations

L.1	TV Compound	Area capacity	m^2
	(~500 m^2 for ECH, YJWCH events)	Electricity source	kW
		Cable chanels	
		Internet capacity reserved to TV compound	
L.2.	Commentators' booths	Permanent or temporary	

		If permanent	Size per booth	
			Quantity	
			Internet access	
			Heating/lighting	
			Electricity	
			Viewing position on stadium/shooting range	
		If temporary	Size per booth	
			Quantity (min 3)	
			Internet access	
			Heating/lighting	
			Electricity	
			Viewing position on stadium/shooting range	
		Distance to toilets		**m**

Annex 18	*Map of TV compound and position of TV commentators' booths (.jpg, .pdf)*

M. Media Operations

M.1.	Media Center	Permanent center	Size		**m²**
	(min 50 m² for IBU Cups, 100 m² for ECH/YJWCH events)		Levels (ground floor, 2 floors...)		
			Biggest room	Size	**m²**
			Distance from mixed zone		**m**
			Distance from entrance of shooting range		**m**
			Internet capacity		
M.2.	Mixed zone			Position	
	(min 50 m²)			Size	**m²**
				Internet access	
M.3.	Media corridor at shooting range		Width (min 150 cm)		**cm**
	(whole length of shooting range)				
M.4.	Photo positions	Shooting range	Size (Right side; min 9 m²)		**m²**
		Tunnel (yes/no)			
		Start	Size		**m²**

Finish	Size	m²
Course	How many positions	
Accessibility of photo positions		

Annex 19	*Map of media center, mixed zone, media corridor at range and photo position in the stadium and courses (.jpg, .pdf)*

Remarks *(Chapter 3)*	• • •

4. MEDICAL AND ANTI-DOPING REQUIREMENTS

N. Medical care

N.1.	General medical care factors	Nearest Hospital/Clinic (name)	
		City, location	
		Distance to the venue (km)	km
N.2.	Medical treatment area in the stadium	First Aid room with quipment	
	(Yes/No)	Automated external defibrillator /AED (number)	
		Location of AED	
		Ambulance car parking	
		Access ways to and from courses	
		Emergency plan	

Annex 20	*Map of medical treatment area position in the stadium with emergency plan including AEDs (.jpg, .pdf)*

O. Medical care

O.1.	Anti-doping testing area in the stadium	Doctor's room (10m²) with toilet (5m²)	m²
		Waiting room (15m²)	m²

Annex 21	*Map of anti-doping testing area position in the stadium (.jpg, .pdf)*
Note !	*Please refer to IBU Medical Guidlines before planning or preparing the facilities!*

Remarks *(Chapter 4)*	• •

5. LOGISTICAL REQUIREMENTS

P. Logistics center

P.1.	Logistics center	Permanent/temporary facility	
	(city and name of the building)	Area of min 30 m²	
		Location	
		Distance to stadium (km)	**km**

Annex 22	*Map of logistics center location and plan of offices at the center (.jpg, .pdf)*

R. Accommodation

R.1. Accommodation for teams/officials/media — *(minimum 500 beds in total within 30 km/30 min)*

	Name (city, place,...)	Distance to stadium (km)	Winter travel time (min)	Absolute altitude (m)	Cat. A/****	Cat. B/***	Cat. C/**	Apartments
					Number of rooms/beds (000/000)			
Example	*Hotel Post, Ruhpolding*	*12*	*20*	*935*	*80/100*	*250/600*	*150/300*	
Location 1								
Location 2								
Location 3								
Location 4								
Location 5								
Location 6								
Location 7								
Location 8								
Location 9								
Location 10								
	Total rooms and beds by category							

Total rooms and beds

R.2. Fitness center (or gym) near accommodation

Annex 23	*Map of hotels location (.jpg, .pdf)*

S. Transport, Parking & Team Captains´ Meeting Room

S.1.	Transport factors	Nearest airport (name)	
		Distance to the venue (km)	
		Roading quality	
S.2.	Team captains' meeting room	Location (city)	

Building (name)	
Capacity (number of seats)	
Audio-visual equipment (yes/no)	

S.3. Parking area - number of parking spaces

Teams	
Officials, media, partners	
OC Members	
OC transport service	
Spectators	

Annex 24	*Map of parking areas in the stadium (.jpg, .pdf)*

Remarks

(Chapter 5)

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6. HOSPITALITY

T. Guests and spectators

T.1. Hospitality areas for spectators — Stadium/venue capacity (min 500 persons)

Annex 25	*Map of hospitality areas in the stadium (.jpg, .pdf)*

Remarks

(Chapter 6)

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LIST OF ANNEXES *

Nr.	Subject	Attached

Annex 1	*Map of Single start area with warm-up area and equipment inspection point (.jpg, .pdf)*	
Annex 2	*Map of Pursuit start area with warm-up area and equipment inspection point (.jpg, .pdf)*	
Annex 3	*Map of Mass Start start area with warm-up area and equipment inspection point (.jpg, .pdf)*	
Annex 4	*Map of Relay hand-up area with warm-up area and equipment inspection point (.jpg, .pdf)*	
Annex 5	*Map of finish area with exit zone, mixed zone, equipment inspection point and flower ceremony area (.jpg, .pdf)*	
Annex 6	*Map of Shooting range position in the stadium with Penalty loop (.jpg, .pdf)*	
Annex 7	*Map of complete biathlon courses system (.jpg, .pdf)*	
Annex 8	*Map of 1.5 km loop with profiles and specifications (.jpg, .pdf)*	
Annex 9	*Map of 2.0 km loop with profiles and specifications (.jpg, .pdf)*	
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Annex 15	*Map of competition management area position in the stadium (.jpg, .pdf)*	
Annex 16	*Map of competition management area offices (.jpg, .pdf)*	
Annex 17	*Map of positions of scoreboards and video screens in the stadium (.jpg, .pdf)*	
Annex 18	*Map of TV compound and position of TV commentators' booths and (if existing) permanent TV camera positions/platforms in the stadium (.jpg, .pdf)*	
Annex 19	*Map of media center, mixed zone, media corridor at range and photo position in the stadium and courses (.jpg, .pdf)*	
Annex 20	*Map of medical treatment area position in the stadium with emergency plan including AEDs (.jpg, .pdf)*	
Annex 21	*Map of anti-doping testing area position in the stadium (.jpg, .pdf)*	
Annex 22	*Map of logistics center location and plan of offices at the center (.jpg, .pdf)*	
Annex 23	*Map of hotels location (.jpg, .pdf)*	
Annex 24	*Map of parking areas in the stadium (.jpg, .pdf)*	
Annex 25	*Map of hospitality areas in the stadium (.jpg, .pdf)*	

* ***Contents of annexes can be combined in one map!***

AMENDMENDS

Amendment	***Date***	***Checked by***

Allocation of IBU NFs in Categories

For the fiscal year 2014/2015

Category A – Advanced Structure:

GER, RUS, NOR, FRA, UKR (5 nations)

Category B – Developed Structure:

AUT, BLR, BUL, CAN, CZE, EST, FIN, ITA, KAZ, POL, ROU (↑), SLO, SVK, SWE, USA (15 nations)

Category C – Progressing Structure:

ARM, AUS, BEL, BIH, BRA, CHN, CRO, ESP, GBR, GRE, GRL, HUN, JPN, LAT, LTU, KOR, MDA, MKD, NED, NZL, SRB, SUI, TUR (23 nations)

Category D – Grassroot Structure:

AND, ARG, CHI, GEO, IND, KGZ, MGL, TPE, UZB (9 nations)

Category E – Provisional NFs and Inactive Members:

CYP, DEN, IRI, IRL, KEN, LIE, POR (7 nations)

(In total: 59 nations)