

WORKING DRAFT



**ARMY SNOWBOARDING ASSOCIATION (ASA)
SAFETY, GOVERNANCE & ASSURANCE (SG&A) DIRECTIVE
FOR 2019/20 SEASON**

DATED

1 NOV 2019

Version 2.1

Authorised:

Maj M Greensmith REME
Secretary ASA

Authenticated:

OIC ASA Safety, Governance & Assurance

WORKING DRAFT

Refs:

- A. JSP 375 Vol 2 Leaflet 11 dated Apr 03 - Safety in Military Training and Exercises.
- B. JSP 660 – Sport in the UK Armed Forces.
- C. Army Snowboarding Association (ASA) Competition Rules.
- D. Army Command Standing Order (ACSO) 3216.
- E. AWSA Risk Management Policy.

Action

INTRODUCTION

1. Definitions.

- a. **Safety.** The condition of being protected from or unlikely to cause danger, risk, or injury.
- b. **Governance.** The authoritative conduct that provides the policy, action, and affairs for an organisation.
- c. **Assurance.** A positive declaration intended to give confidence.

2. **All Army, Corps and Unit level Army snowboarding exercises must comply with this Directive in order to be a formally recognised and approved event, without which public funding may not be available and/or the ASA Committee will advise that the exercise should not proceed until safety, governance and assurance issues have been resolved.**

All

3. **Background.** Competition in Army Snowboarding is well developed and involves a series of exercises that cater for all levels of ability. At the Army level there are 4 exercises approved and supported by the Army Sports Control Board (ASCB) and covered by this Directive:

- a. Ex SNOW SUMMER (UK) – a 1-day indoor freestyle competition.
- b. Ex SNOW LION (SCOTLAND, UK) – a 1-week competition including race coaching.
- c. Ex SNOW JACK – a 2-week Army Championships covering the following 3 disciplines: Parallel Giant Slalom (PGS), Slopestyle (SS) and Snow Boarder-cross (SBX) for experienced and novice riders.

At the Corps and Unit level exercises are run in order to introduce newcomers to the sport and select teams for the Army Championships. These exercises must similarly be approved by the ASB and ASCB in order to proceed.

4. **Mission.** Army Snowboarding is to *maintain a coherent and progressive development and competitive programme in order to promote snowboarding in the Regular and Reserve Army.*

5. **Scope.** This Directive provides the governance for Army Snowboarding (ASB) as a recognised sport and also for Freestyle Skiing (FS), which has been introduced under the umbrella of Army Snowboarding. It applies to competitors and organisers and includes the requirements for the training and development of officials. The Directive aims to ensure that the sport is progressive, beneficial and risk managed. It is to be followed by all Army SB exercises that deliver training and/or competitive elements. The onus

for following these regulations is placed upon the Exercise Director (ED). In addition, the ASA Committee will be responsible for ensuring that, in accordance with Refs A and B, the Safe Systems of Training (SST) are being implemented and the requirements laid down in this Directive are being adhered.

ED
ASA Cttee

SAFE SYSTEMS OF TRAINING (SST)

6. **Safe Persons.** There are 2 categories (competitors and officials) of 'safe person' to be considered in the delivery of SST compliant exercises:

a. **Competitors.** The term 'competitors' encompasses all personnel listed as formal 'entries' to an exercise. Depending on the classification of the exercise the standard of competitor can vary from open to novice. The nature of SB/FS makes it possible to run a wide variety of competitors down the same course¹. A minimum level of competence is required and adherence to the following basic guidelines will ensure that all competitors are capable of safely attempting any given course.

Jury

(1) **Individual Competitors.** Each competitor must physically inspect the course and make a conscious decision on whether their ability can meet the challenge set. Any doubts over ability to ride safely should be addressed first to their Team Captain. In making an assessment competitors are reminded that Army Snowboarding is deliberately challenging. Any individual wishing to declare an issue must do so if there are genuine grounds to suggest participation in the event will be unsafe.

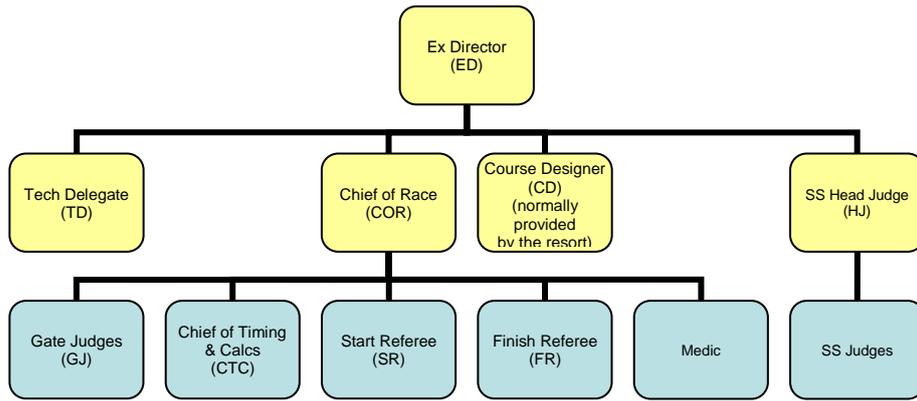
Individual

(2) **Team Captains.** The Team Captain should normally be the most experienced member of the team though he/she may not necessarily be the most proficient. On inspection of the course Team Captains must assess not only their own ability to compete safely, but also that of their fellow team members. If any Team Captain feels unqualified to make such a judgment they must seek guidance from more experienced members of the team, other Team Captains or a Jury Member with proven experience in that discipline.

Team Captains

b. **Officials.** In accordance with Ref B all SB/FS exercises are to be organised by a properly constituted Committee as below. Each of the three events (SBX, SS and PGS) will require a committee drawn from the structure below. Appts in yellow constitute the Jury and appts in blue constitute the Hill Team.

¹ Differentiation being the relative speed, dictated by ability, at which competitors ride.



The ED will usually be the most senior member of the committee and is responsible for the overall running of the exercise. The ED is advised by the TD and COR on all aspects relating to safety. All nominated officials must be 'experienced, mature, qualified and current'. Any decision over safety of the course or its competitors is to be unanimous across the Jury. Should the TD feel that a competitor is incapable of undertaking a given course safely the TD must exercise their right to prevent participation in the event.

ED
TD, COR
Jury

(1) **Selection of Officials.** Officials will be selected on the basis of ability to meet the above criteria tempered by the demands relative to their post on the committee. The ED is to submit a list of officials and instructors to OIC ASA Safety, Governance & Assurance (OIC SG&A) no later than one month before the start of the exercise. This submission must outline the SQEP² of each individual. This will allow time for officials to be ratified by the ASA Committee. If the ASA committee deems that any of the officials are not SQEP then it retains the right to direct an ED to find replacement(s). The prerequisite for all SB/FS officials is a familiarity with the sport itself, combined with a 'maturity' that will enable them to execute their responsibilities in a safe manner.

ED
ASA Cttee

(2) **Officials' Training.** All officials, irrespective of previous experience, must undertake up to date training to ensure 'currency' and before undertaking their role on the Committee. This will be completed either as Jury or Hill Team training in resort (see Annex B). OIC SG&A will maintain an officials' database.

OIC SG&A

(a) **Jury Training.** A small number of key officials will require focused training. All TDs must have attended the tri-Service TD clinic at least once in the two years preceding their assigned championships irrespective of the level of competition.

TD

(b) **Hill Team training.** For the bulk of officials Hill Team training must be completed as distributed training

Officials

² Suitably Qualified and Experienced Person

in the exercise location. The training must be delivered by an official who has attended the Jury Training.

(3) **Officials' Qualification.** SB/FS officials will be deemed 'qualified' to conduct their roles at Army exercises on successful completion of the relevant training packages described above. The aspiration is to develop a core of officials with sufficient experience to gain the GB Technical Delegate qualification.

7. **Safe Equipment.** The need for safe equipment when riding at speed is obvious. Guidance contained here is to be read in conjunction with Ref C. Key items of equipment requiring particular scrutiny are helmets, boards, skis, bindings and boots. The responsibility for ensuring all equipment is safe and serviceable lies in the first instance with the individual. Team Captains must also ensure that all team members' equipment is checked regularly for serviceability. Whilst equipment is first and foremost an individual responsibility, Start Referees are to be vigilant to ensure that competitors are suitably equipped. There will seldom be time for more than a cursory inspection, but even this forms an important final safeguard. Where there is any doubt equipment must be inspected by a snowboard equipment professional. Equipment should be worn in not worn out, the COR retains the right to refuse a competitor entry to the event if he/she deems a rider's equipment to be unsafe.

Individual
Tm Captain
Start Referee

8. **Safe Practice.** All events are to be conducted in accordance the Army Snowboarding rules which are available from the Sec ASA. In general terms, Army Snowboarding & Freestyle Skiing should aim to be inclusive and progressive:

a. **Inclusive.** Committees should set courses that target the ability levels of the middle 50% of competitors. Courses should be challenging and with scope for competitors to push themselves within their own limits. It should be accepted that the top 25% will find the course less challenging than others, but will be able to ride faster in order to compensate. The bottom 25% will doubtless find some course challenging and will need to adapt their speeds accordingly, however they must still be able to ride undulating and varied terrain with rapid changes in direction and elevation.

Cttee

b. **Progressive.** The most demanding exercise in the Army is the Army Snowboarding & Freestyle Skiing Championships. Regtl/Corps Camps and Championships should feature courses set at a lower standard and reflecting the ability of a proportionately larger field of relatively less capable individuals. The guiding principle is that all individuals should experience a steady increase in difficulty as they progress from Regtl/Corps to the Army Snowboarding Championships.

Cttee

c. **Recognition.** In accordance with Ref C, the ASA Committee will formally recognise good safety practice. It will equally alert the Chain of Command to any poor safety practice and take appropriate action. This applies to Army and Corps/Unit level exercises.

OIC SG&A
Chairman

d. **Audit.** In accordance with Ref C, audit is an essential part of the safety management system and planned audit and review will be conducted using appropriate methodology by competent auditors. The ASA Committee retains the right to audit any Army, Corps or Unit level exercise either with or without notice.

OIC SG&A

- e. **Communication.** In accordance with Ref C, vertical and lateral communication to promulgate key safety issues is another essential part of the safety management system. The ED is to submit the PXR (see Annex A), which must include any key positive or negative safety issues, to Sec ASA and copied to OIC SG&A within 4 weeks of the end of the exercise. OIC SG&A will highlight any themes at the quarterly ASA Committee meetings and annual AGM. ED

- 9. **Safe Place.** The majority of Army Snowboarding exercises are in well established resorts. This has allowed a strong bond to develop with the local resort Officials and also ensures Committee members have depth in experience of those hills on which exercises are run. In future, regardless of historical precedent, all venues must satisfy basic minimum standards to ensure safe training.
 - a. **Course design.** Where possible event pistes should be homologated to at least the national level. Without this level of certification Committees cannot be satisfied that piste design and layout (including in-place safety features) will meet the minimum requirements for safe racing. Having completed a comprehensive risk assessment the Jury has the right to enhance those safety recommendations dependent on prevailing weather conditions, course setting and competition slope technical preparation. Cttee
Jury
 - b. **Course specification.** The FIS website details the requirements for SBX, SS and PGS. These specifications should be met wherever possible. ED
 - c. **Course Inspection.** In every case the Jury must inspect all courses and areas for safety before racing and training. This inspection must be formally recorded and include medical cover as laid out in the risk assessment. Jury

- RISK**

- 10. **Introduction.** Even after the minimum safety precautions have been taken, there remains a residual risk to life and limb from participating in SB/FS and this fact must be formally captured in a risk assessment. The template that must be used is at Annex B. For the purposes of SB/FS there are deemed to be three levels of risk assessment: ED
 - a. **Generic Risk Assessment.** The risk assessment at Annex B is the Army risk assessment for the conduct of SB/FS (irrespective of location) and must be incorporated into all exercises. ED
 - b. **Resort Specific Risk Assessment.** In addition to the generic risk assessment the ED, advised by the Jury, must formally identify risks specific to the resort in which the championship is being held and to the individual events being run. This is a 'dynamic' assessment which is conducted throughout the entire exercise. The format to be used is at Annex B. ED
Jury

11. **Duty Holding (DH).** In accordance with Refs D and E, it is the duty of the ED to inform the ASA and Chain of Command of the risks involved with a SB/FS exercise. The administrative instruction for a SB/FS exercise must contain a baseline risk assessment and corresponding mitigation measures. Any risks that are deemed to be insufficiently mitigated must be referred up to the ASA (from Corps/Unit level exercises) and AWSA (from Army level exercises) whereupon they will be assessed further and appropriate action taken.

ED

ED
ASA Cttee

Annexes:

- A. Army Snowboarding Exercise Approval Application (ASEAA)
- B. SB/FS Officials' Training Pathway and Hill Team Requirements.

Enclosures:

Army Snowboarding Exercise Approval Application Form.
Baseline Snowboarding Risk Assessment Form.
Army SB/FS Officials' Report.

**ANNEX A TO
ASA SAFETY, GOVERNANCE & ASSURANCE DIRECTIVE
DATED 1 OCT 16**

ARMY SNOWBOARDING EXERCISE APPROVAL APPLICATION (ASEAA)

1. **Issue.** The ASA Committee has limited oversight of Army snowboarding exercises other than those run at the Army level (Ex SNOW SUMMER, SNOW JACK, and SNOW METHOD). This application process will provide the requisite detail of the planned exercise in order to allow the ASA Committee to decide whether to approve the exercise. That decision will be based upon the proposed activities being overseen by correctly qualified and experienced personnel.
2. **Timing.** The ASEAA Form (Enclosure 1) must be sent to OIC ASA Safety, Governance and Assurance **no later than 1 month** before the start of the exercise. The Post Exercise Report (PXR) must be sent to OIC ASA Safety, Governance and Assurance Officer **no later than 1 month** after the end of the exercise.
3. **Pre-exercise requirement.** The ASEAA process consists of two parts:
 - a. ASEAA Form (see Enclosure 1).
 - b. The exercise baseline risk assessment (see Enclosure 2).
4. **Post-exercise requirement.** The PXR must include:
 - a. Any positive or negative safety issues observed or experienced during the exercise as this will allow the ASA Committee to identify trends across all exercises and raise them as positive or negative issues to be addressed before the next season commences.
 - b. The Officials' Hill Team Report (Enclosure 3) as this will allow the ASA to track individuals' progress.
 - c. Copies of the risk assessments.

**ENCLOSURE 1 TO
ANNEX A TO
ASA SAFETY, GOVERNANCE & ASSURANCE DIRECTIVE
DATED 1 NOV 19**

ARMY SNOWBOARDING EXERCISE APPLICATION (ASEAA) FORM

To be sent to OIC Safety, Governance & Assurance NLT 1 month before the start of the exercise.

1. Exercise name:
2. Exercise dates:
3. Exercise location:
4. Highest altitude used in resort during the exercise:
5. Number of participants by category:

Group	Expected number participating
Novice	
Intermediate	
Senior	

6. Outline construct of the exercise (by day). If easier, this section can be attached separately in own format.

	Day 1	Day 2	<i>Continue with addtl columns as req</i>
Morning	<ul style="list-style-type: none"> • <i>Outline of activities for each group</i> 	<ul style="list-style-type: none"> • ... 	<ul style="list-style-type: none"> • ...
Afternoon	<ul style="list-style-type: none"> • ... 	<ul style="list-style-type: none"> • ... 	<ul style="list-style-type: none"> • ...

7. Names (or organisation if names unavailable) and qualifications of instructors to be used:

Instructor name and/or Organisation providing instructors	Qualification(s)	Dates employed on exercise
<i>Continue with addtl rows as req</i>		

8. Exercise safety committee qualification(s) and experience:

Appointment	Name	Qualification(s)	Experience
Exercise Director		<ul style="list-style-type: none"> • ... 	<ul style="list-style-type: none"> • ...
Technical Delegate		<ul style="list-style-type: none"> • ... 	<ul style="list-style-type: none"> • ...
Chief of Race		<ul style="list-style-type: none"> • ... 	<ul style="list-style-type: none"> • ...

ENCLOSURE 2 TO
ANNEX C TO
ASA SAFETY, GOVERNANCE & ASSURANCE DIRECTIVE
DATED 1 NOV 19

BASELINE SNOWBOARDING RISK ASSESSMENT FORM (EXAMPLE ONLY)

MOD Risk Assessment Form		MOD Form 5010
Establishment /Unit/Ship: Army Snowboarding Association		Assessment Ref: ASA 001
Section/Department: Ex SNOW JACK Series (Outdoor Event)		Date:
		Assessment Type <i>(Note 1) tick as appropriate</i>
		Specific <input type="checkbox"/>
		Generic <input checked="" type="checkbox"/>
Activity/Process: Annual Army Snowboarding Championships		Who is at risk:
		All staff: <input checked="" type="checkbox"/>
		Operators and/or maintenance staff: <input checked="" type="checkbox"/>
		Visitors, vulnerable groups, public, etc. : <input checked="" type="checkbox"/>
Ref	Hazard	RA Required
1	Collision with public skiers/snowboarders who gain access to event piste.	Yes
2	Collision with static objects (e.g. tree, piste markers, snow cannons etc).	Yes
3	Cold injury, hypothermia, effects of sun and other medical emergencies.	Yes
4	Snow blindness.	Yes
5	Manual handling.	Yes
6	Snowboard equipment defects.	Yes
7	Unfit to Participate.	Yes
8	Altitude sickness.	Yes
9	Heat exhaustion and dehydration.	Yes
10	Physical Injury resulting from a fall.	Yes
11	Avalanche Risk.	Yes

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Likelihood		Risk Matrix			
Common, regular or frequent occurrence.	3	3 Med	6 High	9 High	
Occasional occurrence.	2	2 Low	4 Med	6 High	
Rare or improbable occurrence.	1	1 Low	2 Low	3 Med	
Severity		1 Minor injury or illness.	2 Serious injury or illness.	3 Fatalities, major injury or illness.	
Hazard Ref	RISK Associated with Hazard (How people may be harmed – type of injury or ill health)	Existing Control Measures (Note 2)	Risk Rating	Additional Controls Required (Note 2)	Review frequency (Note 3)
1	Injury may be sustained by both the rider and spectators. Generally there are few spectators and therefore it is unlikely that more than 2 would be injured.	Each event piste is closed to the public and is monitored by resort personnel and military Officials.	2 x 2 = 4	Each event piste is cordoned off and marshalled. Signs warn the public that piste is closed.	Annual
2	Up to 4 riders (SBX) could sustain injury due to a collision either with a static object or each other. Potential for major injury.	Security netting (engineered 'A' netting complete with plastic sheeting, purpose built 'B' netting and 'C' netting) to protect competitors from obstacles sited mainly in the competitors' fall line including the event finish area. Mattresses to cover any obstacles in the competitors' 'fall' line including the event finish area.	2 x 3 = 6	Each event piste is prepared by the resort security personnel in conjunction with the TD. Netting and mattresses are moved for each event accordingly. Course setters are supervised to ensure that event courses are set away from obstacles and where necessary, addtl netting or protection is added once a course is set, before a competitor is allowed to event the course.	Annual
3	Temperature and wind chill presents a risk of injury. Any competitor or official could be vulnerable if unprepared.	Emergency medical facility is situated at the event start with 2 x 1 st aid qualified pers. Addtl 1 st aid is avail 'on call' via resort pers. Resort medical facility avail at slopes.	2 x 2 = 4	If emergency facility is used then a replacement must be put into place before the event resumes.	Annual

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		<p>All event and resort Officials are in contact with radio comms.</p> <p>Personal protective equipment and suitable cold weather clothing are mandatory for all events.</p> <p>Weather forecasts monitored and displayed at every team meeting.</p>			
4	Failure to wear adequate protection could result in eye injuries. All participants are vulnerable.	All personnel are advised of the conditions and have access to updated weather reports. Protective eyewear (goggles) is required for all events. All personnel are advised to wear eye protection at all time when on the snow.	$2 \times 1 = 2$	A medical brief is given to all team captains at the initial team captains' meeting. A TD is in attendance throughout the competition to advise on health and safety matters.	Annual
5	Movement of equipment, some of which is heavy presents a risk of injury.	A brief is given to all personnel at registration.	$2 \times 1 = 2$	A TD is in attendance throughout the competition to advise on health and safety matters.	Annual
6	Equipment failure could result in a serious injury to one or more riders.	Responsibility of the integrity of all personal equipment first rests with the individual. Team Captains also have a responsibility to ensure equipment is serviceable. If in doubt advice should be sought from a professional technician.	$2 \times 2 = 4$	The TD and Start Referee will provide a cursory check before the beginning of each event.	Annual
7	Personnel who are not MFD may be at risk if undertaking activity without the necessary medical assessment.	All personnel are to be MFD or have an Appendix 26 to PAP 10 v3 completed prior to deployment (NLT 10 Jan 14) if MLD (P) not be PAP 10 compliant.	$2 \times 1 = 3$		Annual
8	Personnel could experience some form of Altitude Illness over 2500m. Reference: 2005DIN06-010 – Guidelines for the Conduct of AT at Altitude.	Personnel to be briefed on cold weather injuries (JSP 539 5-4). Correct clothing to be issued and checked daily by instructor before activities commence. Weather conditions will be taken into account. Weather forecast will be	$1 \times 1 = 1$	All personnel are to remain well hydrated and have an adequate daily calorific intake for the activities being undertaken.	Annual

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		<p>monitored and if required additional foul weather clothing taken.</p> <p>Use of correct and safe clothing and equipment (sun cream, lip salve etc)</p>		<p>Basic Winter First Aid Brief will be given by instructors on arrival evening.</p>	
9		<p>Physical demands progressively increased during the week. Personnel to be briefed on heat exhaustion (even in the alps) and dehydration in high altitude winter environment (JSP 539 2-7 Heat Algorithm).</p> <p>Instructors to check personnel have correct food and water requirements for each activity.</p> <p>All HQ FTC personnel are to be in date for MATT3.</p>		<p>Instructor/TC/Officials to monitor personnel and individuals to look out for each other. Buddy buddy system.</p> <p>All participants will be briefed and 'spot-checked' (by questioning) on understanding of Emergency Procedure as detailed in the Medical and Accident Procedure Flowchart.</p>	
10	<p>Riders participating beyond their ability could result in serious injury if not properly managed.</p>	<p>Training to be progressive and instructors/officials to continually assess the balance between demanding courses, to meet the spirit of the event, and capability of participants. Team Captains are to ensure participants are either boarding within the limits of their ability or under active instruction from a qualified instructor.</p> <p>All personnel to be briefed on conduct both on and off piste and the correct equipment will be used for each type of terrain (helmets will be worn at all times whilst skiing regardless of piste conditions during Ex SNOW JACK).</p>	<p>2 x 2 = 4</p>		<p>Annual</p>
11	<p>There is a low risk of avalanches in the current event location (Stubai). Although the resort actively</p>	<p>Lectures on the weather, mountain hazards, equipment and clothing in addition to avalanche awareness education.</p>	<p>1 x 3 = 4</p>	<p>Dynamic route selection to cater for changes in local conditions.</p>	

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	manages this risk, there is a possibility of a rider, who may be off duty and off piste being caught in an avalanche.	Local avalanche risk to be briefed daily prior to all training. Route selection to take into account snow pack, weather, terrain and group fitness and skill levels. Slope stability and profile assessments to be completed on all new slopes.		Emergency evacuation procedures to be implemented in the event of an avalanche. If riders wish to go off-piste and the risk of avalanche is high, all personnel must be trained in avalanche search procedures and use of equipment. All personnel will be in possession of a transponder, avalanche probe and snow shovel when boarding off piste.	
Assessor		Manager (Note 4)		Overall Activity/Process Risk Rating	
Name:		Name:			
Rank/Grade:	Sec	Rank/Grade:	Chairman	Medium	
Line Manager Assessment Review (Note 3 and 4)					
Date:		Date:		Date:	
Name:		Name:		Name:	

Notes:

- 1 If using a 'Generic' risk assessment, Assessors and line managers are to satisfy themselves that the assessment is valid for the task and that all significant hazards have been identified and assessed. If additional hazards are identified they are to be recorded and attached to the Generic assessment.
- 2 Only a reference or simple description of the control measures is required. If the risk assessment identifies the need for additional control measures, the hazard will need to be reassessed once the additional controls have been implemented.
- 3 Risk Assessments are to be reviewed:
 - at a frequency proportional to the risk (e.g. high risk – 6 monthly; medium risk – annually; low risk – every 2 years)
 - where required by local instructions/procedures;
 - if the safe execution of the activity relies on stringent supervision and/or adherence to a safe system of work;
 - if there is reason to doubt the effectiveness of the assessment.
 - following an accident or near miss.
 - following significant changes to the task, process, procedure, personnel or line management.
 - following the introduction of more vulnerable personnel.

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- If a “Generic” assessment then prior to use.

4 Line managers are to note that they are responsible for production of the risk assessment and that they are signing to indicate that the risk assessment is suitable and sufficient and they consider the risks to be acceptable.

High	Common, regular or frequent occurrence.	3	3 Med	6 High	9 High
Medium	Occasional occurrence.	2	2 Low	4 Med	6 High
Low	Rare or improbable occurrence.	1	1 Low	2 Low	3 Med
Risk Matrix Likelihood X Severity			1	2	3
			Minor injury or illness.	Serious injury or illness.	Fatalities, major injury or illness.
			Low	Medium	High

High	Improve control measures; consider stopping work. Conducting work at this level of risk is to be reported up the Line Management / Command chain.
Medium	Review control measures and improve if reasonably practicable to do so, consider alternative ways of working.
Low	Maintain control measures and review regularly or if there are any changes.

**APPENDIX 2 TO
ANNEX B TO
ASA SAFETY, GOVERNANCE & ASSURANCE DIRECTIVE
DATED 1 NOV 19**

ARMY SB/FS OFFICIALS' REPORT

Name of Exercise:

Location:

Dates:

Name of TD/CR compiling report:

Hill Team Report

No	Rank	Name	Unit	Appointments completed (X as appropriate)								Performance (Satisfactory/ Not satisfactory)	Recommended future appointments (X as appropriate)								
				CR	R	AR	SR	FR	GJ	CT	RS		CR	R	AR	SR	FR	GJ	CT	RS	TD
123456	LCpl	Another	RE		X		X			X		SATISFACTORY	X								X

Name:

Signature:

Date:

**ANNEX B TO
ASA SAFETY, GOVERNANCE & ASSURANCE DIRECTIVE
DATED 1 NOV 19**

SB/FS OFFICIALS' TRAINING PATHWAY AND HILL TEAM REQUIREMENTS

Action

1. **Introduction.** Jury training will be held during Ex SNOW JACK. The onus is on those Jury positions to attend this training so that they can cascade the information to their own Hill Team.
2. **Training Pathway.** This Annex details the formal process and format for qualifying officials using the 'training pathway', see Fig 2 below.

Official Qualification	Pre-qualification criteria	Preferred/ Essential
Level 2 (L2) 	Ex competitor	P
	Competent rider	E
	Basic understanding of snowboarding events	E
Level 1 (L1) 	Completed appts on the Hill Team at L2	E
	Knowledge and understanding of the Organising Committee roles.	E
	Good working knowledge of the ASA Competition Rules	E
	Assessed and certified by a current and competent Level 1 Official	E
Technical Delegate (TD)		

Fig 2 – Officials' training pathway

3. **Army Snowboarding Officials' Training.** Training for officials will be delivered via centralised or distributed means, and is relevant to Army and Regt/Corps level exercises.
 - a. **Jury Training.** Annual refresher training for Jury officials will be held during Ex SNOW JACK. All EDs, TD and COR must attend this update at least once in a two year period to be deemed competent and current. Attendance will be monitored by the ASA Training and Development Officer.
 - b. **Hill Team Training.** Prior to each snowboarding event Hill Team training will be delivered in the exercise location before to the first Team Captains' meeting (or equivalent at Regtl/Corps level). Training will be conducted by Jury officials who have attended the Jury refresher training. The official responsible for this training is to ensure that all personnel to be employed on the Committee are present. Attendance represents the minimum statutory requirement to ensure that all officials are competent and current prior to running an exercise.

Officials

TD,COR,ED

ASA Trg & Dev

Officials

4. **Organising Committee.** The Organising Committee is responsible for the detailed organisation and safe conduct of every event and comprises the officials shown in Fig 3 below. If the minimum manning requirements detailed cannot be met, authorisation for the event to take place can only be issued by Chairman ASA.

Cttee

Chairman ASA

Ser	Appointment	Regtl/Corps events			Army events		
		Training Levels			Training Levels		
		L1	L2	Remarks	L1	L2	Remarks
1.	Technical Delegate (TD)			Mandatory			Mandatory
2.	Course Designer (CD)			Provided by resort			Provided by resort
3.	Ex Director (ED)		X		X		
4.	Chief of Race (COR)	X			X		
5.	Start Referee (SR)		X		X		
6.	Finish Referee (FR)		X		X		
7.	Gate Judge (GJ)		X		X		
8.	Slopestyle Judge (SJ)			Specific course			Specific course
9.	Chief of Timing and Calcs (CTC)		X		X		

Fig 3 – Event Officials

4. **Army Snowboarding Officials Assessment.** A formal development and assessment process for all SB/FS officials is vital to the implementation of a SST for snowboarding events. A summary is at Fig 4 below. During Championships all officials will be mentored by the TD or COR with an increased focus on any new members to the Hill Team. The TD/COR will be responsible for completing the Army Snowboarding Officials' Report and for sending it to the OIC SG&A. This will include any formal recommendations for any Army Snowboarding officials to be awarded the Level 2 qualification, promoted to Level 1 or to be considered as an aspirant TD.

All Officials
TD,COR

OIC SG&A

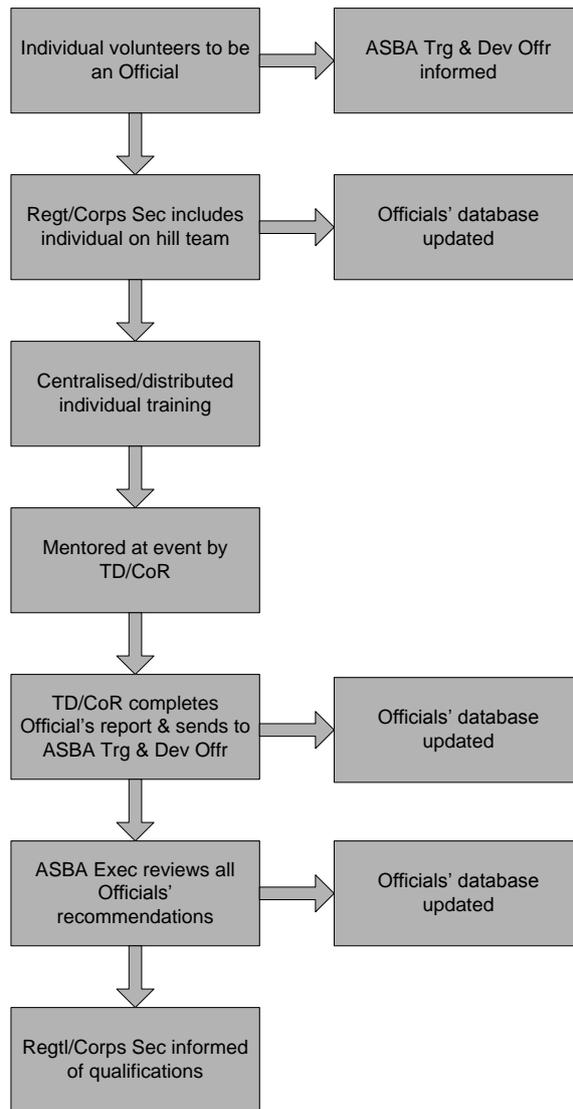


Fig 4 – Officials Training and Development

5. **Officials' database.** The Army Snowboarding Management Meeting is held quarterly. At this meeting the ASA Executive will consider all recommendations for officials. The result of this meeting will be sent to all Regt/Corps Secretaries.

ASA Cttee