

2024 Edition

WORLD BAREFOOT COUNCIL POLICIES, PROCEDURES AND GUIDELINES



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THE GREATEST BAREFOOT AMBASSADOR OF THEM ALL!



BANANA GEORGE BLAIR

Thirty-six years ago, George first sponsored the printing of the International Waterski and Wakeboard Federation's World Barefoot Council Technical Rule Book. George supported and inspired the World Barefoot Council to ensure that our skiers and officials have the tools and rules they need to keep the Barefoot playing field level for everyone.

The World of Barefooting continues to honor the legacy that George has left and will forever be thankful to "Banana" for embracing our sport with such infectious enthusiasm!

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CHAPTER ONE: GENERAL

101: DEFINITIONS

- (1) Where the letters WBC are used, it is held to mean the World Barefoot Waterski Council of the International Waterski and Wakeboard Federation (IWWF) as defined in the Constitution and Byelaws of the IWWF.
- (2) Where the term “Confederation Asia/Oceania” (AO) is used, it is held to mean the Confederations of Oceania and Asia as defined in the Constitution of the International Waterski and Wakeboard Federation.
- (3) Where the term “Confederation Europe/Africa” (EA) is used, it is held to mean the Confederations of Europe and Africa as defined in the Constitution of the International Waterski and Wakeboard Federation.
- (4) Where the term “Confederation Pan Am” (PA) is used, it is held to mean the Confederation of North and South America as defined in the Constitution of the International Waterski and Wakeboard Federation.
- (5) Where the word “he”, “him” or “his” is used, it is held to refer to persons of either sex.
- (6) Where the word “Chairman” is used, it is held to refer to persons of either sex.
- (7) Where the word “competitor” is used, it is held to mean the individual skier.
- (8) Where “his (the competitor’s) Federation” is used, it is held to mean the Federation of the country where the competitor has resided for more than five years.
- (9) Where the word “Officers” is used, it is held to mean the WBC Chairman and the WBC Secretary.
- (10) The Chairman Emeritus shall be the most recent past WBC Chairman.
- (11) P-Meetings refer to Physical Meetings (204) of the WBC.
- (12) VC-Meetings refer to the WBC’s Video Conference Meetings (205).

102: NAME OF ORGANISATION

The name of this organisation shall be the IWWF World Barefoot Waterski Council (WBC).

103: PURPOSE AND FUNCTION

The WBC shall have three main purposes and functions:

- (1) Representing Barefoot Water-Skiing Via Promoting and Defending Its Best Interests Worldwide.
- (2) Administration and Technical Control of Barefoot Waterskiing.
- (3) World Titled Events Responsibilities.

(A) Representing Barefoot Waterskiing Via Promoting and Defending Its Best Interests Worldwide.

- (1) To promote Barefoot Waterskiing worldwide as a Sports Division of the International Waterski and Wakeboard Federation (IWWF).
- (2) To encourage and assist in forming Barefoot Divisions within National Federations in countries where Barefoot Waterskiing is not developed.
- (3) Be the official and final authority on the sport of Barefoot Waterskiing worldwide.
- (4) In conjunction with the IWWF Headquarters, preparing and publishing all relevant information concerning Barefoot Waterskiing to all WBC affiliated Federations and the IWWF.
- (5) To report to the Executive Board of the IWWF and refer any matters as appropriate to that Executive Board for guidance.

(B) Administration and Technical Control Of Barefoot Waterskiing.

- (1) Developing, maintaining, updating, and publishing the WBC Technical Rulebook for the World Barefoot Waterski Championships.
- (2) Publishing an active Rankings Lists of Barefoot Athletes in the IWWF according to their verified performances in homologated Barefoot Waterski competitions during the calendar year.
- (3) To set the conditions to be observed for the homologation of records, establish the rules for the ratification of world records, review world record submissions, and ratify world records in accordance therewith and to be the archive of those records.
- (4) To establish practical and theoretical examinations of international judges and officials.
- (5) To establish special offices, such as historian, in order to preserve the history of the sport.

- (6) To make special awards for exceptional service or merit to the sport of Barefoot Water-skiing, on such terms and conditions and with such rights and privileges as the WBC may determine.
- (7) To conduct meetings as required to efficiently administer the sport.

(C) World Titled Events Responsibilities.

- (1) Soliciting and approving bids for hosting the World Barefoot Waterski Championships.
- (2) Responsible for approving the Chief Officials and Appointed Judges, Scorers and Drivers for the World Barefoot Waterski Championships from resumes of eligible officials submitted to the WBC by the three Confederations and in turn submitting the approved names to the IWWF for ratification. Reference WBC Technical Rules 2201 and 2202.
- (3) To examine and approve the site, the installations and equipment as appropriate for the World Barefoot Waterski Championships.
- (4) To monitor and assist the progress of the Local Organizing Committee (LOC) of the World Barefoot Waterski Championships through its Confederation Members.
- (5) To examine the Chief Judge's report following all World Titled Events and to analyse and approve any actions necessary arising from that report.

104: APPLICATION

- (1) These policies shall only apply to the Barefoot Waterski Division of the IWWF.
- (2) Athletes, Officials, and all Waterski Sporting Bodies of IWWF affiliated Federations shall recognise the authority of the WBC and respect its policies and decisions.

105: AMENDMENTS, ADDITIONS, ANNULMENTS

- (1) Policies and modifications thereto shall only be approved at a P-meeting or V-meeting of the WBC by a 2/3 majority vote of the WBC in favour.
- (2) These policies shall not conflict with the IWWF Byelaws and Policies. Should a conflict arise, the IWWF Byelaws and Policies shall take precedence.

- (3) Each Confederation shall adopt and may amend its own Confederation Byelaws/Policies, provided that there is no conflict with the IWWF Byelaws or the WBC Policies or any authorised rules made or taken there under. Whenever such conflicts exist, the conflicting Confederation Byelaws/Policies or action taken there under shall automatically be suspended in the application and supplanted by the applicable IWWF Byelaws, and/or the WBC Policies, or by the rule made, or action that is taken there under by the WBC.
- (4) To avoid such conflicts, a draft of all Confederation Byelaws/Policies or amendments thereto shall be promptly submitted to the WBC for examination and recommendation of compliance. The WBC determination as to the existence of a conflict shall be final and conclusive.
- (5) These or any future policies shall be effective as soon as they have been published on the official WBC website.
- (6) WBC Policies and modifications shall become effective immediately upon WBC approval and thereto must be submitted to the IWWF for scrutiny.

106: IWWF AFFILIATED FEDERATIONS

Any Federation in good standing with the IWWF may form a Barefoot Division and enter competitors in the World Barefoot Waterski Championships.

107: WBC COMPOSITION

- (1) The WBC shall have nine (9) voting members and up to five (5) alternates from the five Continental Confederations. Three (3) plus one (1) alternate each from Asia and Oceania, three (3) plus one (1) alternate each from Europe and Africa and three (3) plus one (1) alternate from the Americas with a recommendation that there should be at least one voting member or alternate from each of the five Continental Confederations if they have an active Barefoot Division. In the case that a voting Council member cannot attend a meeting, he should be replaced by an alternate from his Confederation if possible. No more than two (2) of these nine (9) voting members shall come from the same Federation. (Reference IWWF Byelaw 11.2.)
- (2) As set out in IWWF Byelaw 13.1, the IWWF Athletes Commission shall appoint one member to each Council unless at least one elite athlete as defined by Byelaw 13.1.2 is already among the nine voting members.
- (3) The WBC has the authority to appoint one other voting member if they feel it necessary for the working of the Council. This will give a maximum of eleven (11) voting members.
- (4) There shall be no proxy voting.

- (5) Honorary Members shall have the right to attend all WBC meetings (Physical and Video Conference meetings) and shall have a voice but no vote at those meetings. (Refer policy 502 regarding eligibility of Honorary WBC Members)
- (6) The Chairman Emeritus (if not a current WBC member) shall be invited to all WBC meetings and shall have the same privileges during the meeting as WBC members except with no vote.
- (7) All Voting and Alternate Members are to be members of their respective Federations and in good standing.

108: WBC MEMBER—DUTIES AND RESPONSIBILITIES

Being a Member of the WBC is an honour and brings with it a responsibility to the sport. Any candidates nominated for a seat on the WBC should be aware of and committed to fulfilling the following responsibilities.

(A) Duties. Members must:

- (1) Represent the WBC in a professional manner.
- (2) Uphold the Byelaws of the IWWF and Policies of the WBC and IWWF.
- (3) Be active on at least one committee.
- (4) Work together with other members to adopt and implement the WBC Four-Year Plan.
- (5) Attend WBC meetings and be well prepared for the meetings.
- (6) Assess and act upon all matters brought before the WBC.
- (7) Communicate ideas and Confederation concerns to the WBC.
- (8) Keep Confederation members informed of discussions and decisions taken by the WBC.
- (9) Keep up to date on the forum by logging on at least once weekly and participating in discussions.
- (10) Consult with your Confederation skiers regarding matters under discussion.
- (11) Advocate and serve as an ambassador of the sport within the delegates' own Confederation.
- (12) Vote when a ballot is called upon.
- (13) Attend World and Confederation Championships.
- (14) Appoint officials for the World Championships.
- (15) Complete allocated/volunteered tasks in a timely manner and/or by the due date.

- (16) Represent the WBC when necessary and as requested at events, forums, congress, etc.
- (17) Oversee the application of WBC Technical Rules.

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

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

(C) Time Commitment.

- (1) Attendance at the biennial World Barefoot Championships (10 days plus travel).
- (2) Attendance at Confederation and National Championships.
- (3) Day to day tasks (minimum of four hours per week).

109: WBC MEMBER SKILL SETS

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

- (1) Passion, commitment, and dedication to the sport.
- (2) A team player that is also capable of working individually.
- (3) Ability to be led or to lead as the situation requires.
- (4) An overall knowledge of the sport and its Technical Rules and Policies, Procedures and Guidelines (PPG).
- (5) Willingness to learn.
- (6) Good communication skills, both verbal and written.
- (7) A good listener who is respectful of fellow delegates' opinions and views.
- (8) Open-mindedness and objectivity.
- (9) Ability to look at the sport for the good of all and consider the big picture.
- (10) Ability to represent the WBC and liaise with persons at all levels within the sport.
- (11) Experience in the sport at the National and International level is essential.

- (12) Connections to other International Sports Federations are highly desirable.
- (13) International business network and connections to the media is also highly desirable.

110: CHAIRMAN

(A) Position, Purpose and Objectives.

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

(B) Key Relationships.

- (1) IWWF President, IWWF Executive Officer and IWWF Board.
- (2) WBC Members.
- (3) Confederation Barefoot Chairs.
- (4) Federation Presidents.

(C) Job Context and Operating Environment. The Chair shall operate at an appropriate level of authority in guiding the WBC to achieve the best outcomes for the sport, considering the different cultures, demographics and resources involved. They shall promote the highest standard of governance and ensure compliance with the organisation's Byelaws, Technical Rules, Policies, Procedures and Guidelines.

(D) Key Accountabilities.

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

(E) Skills, Knowledge and Experience. The Chairman is required to possess the appropriate skills, knowledge and experience in the following areas:

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

(F) Personal Attributes.

- (1) High level of self-motivation, determination, and attention to detail.
- (2) Superior communication skills at all levels.
- (3) Ability to operate in high-pressure situations (e.g. responding to IWWF Board or IWWF office requests, managing conflicts at a World Championship or WBC meetings).
- (4) Ability to liaise with a wide range of people. (e.g. IWWF Board, Government Dignitaries, Company Executives, Sports Officials, and Athletes).
- (5) Well-rounded reasoning and decision-making skills.
- (6) Ability to influence outcomes and develop a trusting rapport with key stakeholders.
- (7) Have a vision to set the sport's direction.

(G) Financial Commitment.

- (1) Contribution of approximately 80 percent toward the cost of travel to World Championships (about 20 percent is reimbursed by IWWF).
- (2) Contribution of 40 percent toward the cost of travel to IWWF EB meetings and pay all accommodations, meals and other costs (IWWF shall only reimburse 60 percent of the travel costs).
- (3) Purchase of official IWWF clothing.
- (4) All costs associated with attending and participating in Confederation, Federation and local events.
- (5) All costs associated with meetings not held at World Championships.

(H) Time Commitment.

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

111: SECRETARY

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

- (A) Recording Officer.** The Secretary is the recording officer of the WBC and shall record and keep the minutes of the meetings of the WBC and is the custodian of its records.
- (B) Season Calendar.** A calendar for the ensuing season shall be finalized 14 days after the WBC meeting and promulgated to all Confederation Barefoot Chairs.
- (C) Delegated Duties.** The Chairperson may delegate the responsibility for calling for a vote and issuing a ballot to the WBC Secretary. Should the Chairperson not issue a ballot at the end of the discussion period, the WBC Secretary shall issue the ballot.
- (D) Notifications and Postings.** Issue formal notifications to Confederations of all decisions made by the WBC via postings on the WBC Forum and the official website, www.WorldBarefootCouncil.com.
- (E) WBC Agenda.** Promulgate the WBC agenda no less than 21 days in advance of the meeting.
- (F) Official WBC Correspondence.** Responsible for management of all official correspondence of the WBC, including distribution of reports presented to the WBC.
- (G) WBC Forum.** Assist the Chairperson in the moderation of the WBC Forum.
- (H) Financial Commitment.**
 - (1) Contribution of approximately 80 percent toward the cost of travel to World Championships (about 20 percent is reimbursed by IWWF).
 - (2) Purchase of official IWWF clothing.
 - (3) Pay all costs associated with attending and participating in Confederation, Federation and local events.
 - (4) All costs associated with meetings not held at World Championships.
- (I) Time Commitment.**

- (1) Attendance at biennial World Barefoot Championships (ten days plus two days travel).
- (2) Day to day tasks (minimum of 15 hours per week).

112: OFFICERS OF THE WBC—CHAIRMAN AND SECRETARY

- (1) The Chairman shall have general direction of the business of WBC, subject to the authority of the WBC, and shall do those things required to assist in the smooth and efficient operation of the WBC.
- (2) The Chairman shall act as chairperson at all WBC meetings.
- (3) The Chairman shall be a member of The Executive Board of the IWWF and shall attend all meetings of the Executive Board of the IWWF.
- (4) The Chairman may delegate roles and duties to the WBC members as necessary to share the workload.
- (5) If any WBC Member does not fulfil their duties to the satisfaction of the WBC, the WBC Chairman can request the Chairman of that Member's Confederation to consider the removal of the Member from the WBC and the appointment of a replacement.
- (6) The Secretary shall perform the duties or exercise the powers of the Chairman during the Chairman's absence and/or inability to perform such duties. When so acting the Secretary shall have all the powers and be subject to all the responsibilities hereby given to or imposed upon the Chairman.

113: OFFICERS PRE-QUALIFICATION

The Officers shall be elected from the Voting Members of the WBC.

114: OFFICERS VOTING RIGHTS

The Officers shall retain all Voting Member rights, including the right to make and second motions, except that the Chairman, who shall vote according to their conscience, shall, if required, vote last and only to break a tie.

115: ELECTION OF OFFICERS

- (1) Voting at elections shall be by secret ballot with a maximum of three rounds. A majority (i.e. over 50%) of the total number of ballots returned in favour is required for election at rounds one or two; a plurality (i.e. the candidate with the greatest number of votes) is sufficient at round three. The second and third rounds shall only be carried out in the case wherein after the previous round posts, the required majority has not been achieved in order to be elected to the position.

- (2) Where elections are held for a single post with more than two (2) candidates, and a majority has not been reached in favour of one candidate in round one, the candidate polling the lowest number of votes shall be eliminated from the next round of voting.
- (3) Nominations for new officers (WBC policy 112) shall be communicated to the WBC Secretary no less than 30 days before the meeting where the election shall be held and shall be included in the final agenda.
- (4) New officers shall serve a term in office from the time of election at the WBC meeting held at the World Barefoot Waterski Championships and shall terminate at the time of the election of officers at the next WBC meeting, which is held at the following biennial World Barefoot Waterski Championships, or until a successor is elected if not at the normal time.

116: REMOVAL OF OFFICERS

For reasons acceptable to the WBC, any officer may be removed from office via an Extraordinary P-meeting or VC-meeting in which a minimum of seven Voting Members must vote to remove and replace that officer. The replacement officer may be elected at that same meeting.

117: COMMITTEES

- (1) The WBC Chairman shall appoint all Committee Chairpersons at his/her discretion from among the WBC Members or other qualified persons, with the responsibility to instruct, advise, assist and oversee the progress of these committees as required.
- (2) The WBC Chairman may establish special committees with specific duties and terms of reference or charged with the study of precisely defined matters, upon which they shall report their findings and/or recommendations to the WBC.
- (3) The Chairman may replace a Committee Chairman or dissolve a special committee at any time for any reason he sees fit.

CHAPTER TWO: ADMINISTRATION (MEETINGS AND COMMUNICATION)

201: TYPES OF MEETINGS

There are two (2) primary types of meetings of the WBC; Physical Meetings (P-Meetings) and Video Conference Meetings (VC-Meetings), as well as providing information via an informative Web site.

(A) Physical Meetings (P-Meeting).

- (1) The Official Meeting of the WBC shall be held in conjunction with the Barefoot Waterski World Championships at a time, date, and place designated by the Chairman to coordinate with the tournament schedule.
- (2) The WBC may, whenever it thinks fit, convene an Extraordinary P-Meeting and the meeting agenda shall state the object(s) and purpose(s) of requisitioning the Extraordinary Meeting and any resolution or motion to be proposed thereat.

(B) **Video Conference Meetings (VC-Meeting).** All VC-meetings shall follow the general principles and proceedings for P-meetings. VC-Meetings are to be conducted to ensure the efficient operation of the WBC between P Meetings.

202: MEETING PROTOCOL

- (1) The WBC Secretary shall promulgate the final agenda for P and VC meetings to all WBC members in advance of the meeting.
- (2) The WBC Meeting may be recessed as required and reconvened to complete the remainder of the agenda.
- (3) The WBC Chairman has the authority to authorize any person to attend meetings of the WBC.
- (4) Each WBC Member shall be entitled to include any matter, motion, resolution, or proposal on the agenda of a WBC Meeting.
- (5) The President and the Executive Officer of the IWWF and Members of the Executive Board shall be invited to attend all WBC P-Meetings and must be sent notices and agendas of such meetings.

203: MOTIONS/VOTING/BALLOTS FOR P&VC MEETINGS

- (1) All Voting Members, including the Chairman, may make or second motions.

- (2) After a motion has been seconded and following a reasonable period for discussion, the Chairman shall call for a vote and issue a ballot on the motion.
- (3) The Chairman may delegate the responsibility for calling for a vote and issuing a ballot to the Secretary.
- (4) Should the Chairman not issue a ballot at the end of the discussion period, the Secretary shall issue the ballot.
- (5) Decisions made at a P-Meeting or VC-Meeting can only be taken and considered valid if at least one Member from each Confederation is in attendance to represent their Confederation.
- (6) The Alternate Members' vote shall be used only if a WBC Member from their Confederation is not available to respond to a ballot, thus all Confederations shall have a maximum of three votes on all ballots, unless the Alternate Member declines to vote.
- (7) Voting shall be by the showing of hands or by roll call. At the request of the WBC Chairman or by at least three Voting Members, a vote by secret ballot shall take place.
- (8) Extraordinary Resolutions may be passed by a majority of the WBC. Any such Extraordinary Resolution shall take precedence over any existing rule or policy and shall apply only to the competition named in the Extraordinary Resolution. Extraordinary resolutions shall not conflict with WBC Policies or IWWF Byelaws.

204: PHYSICAL MEETING FORMAT

(A) **Frequency of Meetings.** The WBC shall meet at the World Championships and at other times mutually agreed upon by the WBC.

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

- (1) Call to order by Chairperson.
- (2) Establish a quorum.
- (3) Approval of the minutes of the last meeting.
- (4) Matters arising from the minutes.
- (5) VC-Meeting ballots.
- (6) Chairman's report.
- (7) Secretary's report.
- (8) Confederation Member reports.

- (9) Committee reports.
- (10) Old business.
- (11) Election of officers.
- (12) New business.
- (13) Set the date and location of the next meeting.
- (14) Adjourn.

(C) Submission of Agenda Items. Whenever possible, agenda items shall be emailed to all WBC Members to allow efficient management of WBC business and permit members the time to engage with their constituencies. All items shall include:

- (1) Item Heading.**
- (2) Item Description.** Detail the purpose of the item, along with a general overview and any pertinent background information.
- (3) Balance Assessment.** When possible, list issues “for” and “against” implementing the proposed item.
- (4) Implementation Plan.** Provide a summary of the implementation of the proposal.
- (5) Cost of Implementation.** List any estimated costs (actual dollars), voluntary hours, or related considerations associated with implementing the proposal.
- (6) Submitted By.** Individuals submitting an item must provide their name.

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

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

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

(F) P-Meeting Quorum.

- (1) No business may be transacted at any WBC P-Meeting, except the adjournment of the meeting, unless a quorum is present when the meeting proceeds to business.
- (2) Six (6) WBC Members, with at least one (1) member from each Confederation and being entitled to vote upon the business to be transacted, shall constitute a quorum.

- (3) If a quorum is not present within one (1) hour from the time appointed for the meeting, or if a quorum ceases to be present at any time during a meeting, the meeting shall stand adjourned until a quorum is once again present or at a time and place to be scheduled by the WBC Chairman and notified to all persons entitled to receive notice.
- (4) Alternate Members shall have a voice but no vote at the meeting unless they are serving in the stead of an absent Voting Member of their own Confederation, in which case they shall have that Member's full privileges.

205: VIDEO CONFERENCE MEETING FORMAT

- (A) Frequency of Meetings.** The WBC shall from time to time, hold Video Conference meetings (VC-Meetings) in order to efficiently and effectively action the day to day items of business of the WBC.
- (B) Meeting Agenda.** The final Agenda for a WBC VC-Meeting shall be circulated not less than five (5) days prior to the meeting and detail the items to be discussed. A typical VC-Meeting agenda would be as follows:
 - (1) Call to order by Chairperson.
 - (2) Establish a quorum (Identify who had been assigned into the meeting).
 - (3) Approval of the minutes of the last VC-Meeting.
 - (4) Matters arising from the minutes.
 - (5) Old business.
 - (6) New business.
 - (7) Set the proposed date of the next VC-Meeting, if applicable.
 - (8) Adjourn.
- (C) Voting.** As per P-Meetings.

206: INTERNET POSTINGS

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

- (1) World Barefoot Technical Rules.
- (2) WBC Policies, Procedures and Guidelines.
- (3) World Ranking list.
- (4) WBC meeting minutes.

- (5) Directories of the WBC and WBC Committees.
- (6) Approved list of towboats.
- (7) Approved jump measurement systems.
- (8) World Championships IWWF Letter Of Agreement (Sample).
- (9) World Championship bulletins.
- (10) World Championship qualifying scores.
- (11) World Championships Entry Forms.
- (12) World Championships Officials Nomination Forms.
- (13) World Championships Task Tracking Sheet.
- (14) World Championships Homologation Work Sheets.
- (15) Dates and location of next World Championships.
- (16) World Records.
- (17) IWWF Barefoot Athlete of the Year Criteria and Annual Recipients.
- (18) WBC Outstanding Service Award Recipients.
- (19) History and Archived Documents of our Sport.
- (20) Officials Ratings, Certification, and Maintenance Criteria.
- (21) Boat Diver Event Evaluation Sheet.

207: MANAGEMENT OF TECHNICAL RULES

- (1) The WBC shall be responsible for monitoring the sport's needs. From time to time new rules or rule changes may be required. These should be kept to a minimum, but necessary rule changes should not be avoided simply to maintain the status quo.
- (2) Any rule changes shall become effective according to the WBC Technical Rules.
- (3) The WBC shall publish these rules on the WBC website before they take effect so as to make them readily available to all interested parties.
- (4) Proposed rule changes shall be sent to the Rules Committee for investigation as to the interactions with other conjoined or relevant rules and final wording of the proposed change. The Rules Committee shall then present their conclusions to the WBC for consideration in a timely manner.
- (5) Rule changes require a majority decision of the WBC.

208: MANAGEMENT OF POLICIES, PROCEDURES AND GUIDELINES

- (1) The WBC Policies, Procedures and Guidelines (PPG) is an ancillary document to the IWWF Byelaws and the WBC Technical Rulebook and shall be published in the same manner as the WBC Technical Rulebook.
- (2) This document shall contain all policies, procedures and guidelines, together with referencing the necessary forms for the operation of the World Barefoot Council and for the conducting of World Championships and shall be updated as the need arises.

CHAPTER THREE: COMMITTEES

301: GENERAL

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

302: RULES COMMITTEE

- (A) **Committee Purpose and Objectives.**
- (1) To develop and maintain the WBC Technical Rules.
 - (2) To facilitate the drafting, approval and promulgation of any new technical rule or amendment of an existing rule relating to the sport of Barefoot Waterskiing.
 - (3) To regularly review existing rules with the intent to improve the overall rules governing the sport and to provide clearer and more easily understood rules that shall lead to improved and consistent judging outcomes.
- (B) **Committee Composition.**
- (1) One member from each Confederation.
 - (2) Additional members as required.
 - (3) Ideally, members shall have had previous experience and knowledge of the technical rules and be prepared to be creative in developing new rules or amending existing rules to achieve a clearer understanding of the rules of competition and in turn assist the overall development and improvement of the sport.

(C) **Key Relationships.**

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

(D) **Responsibilities.**

- (1) Draft any new Technical Rules at the direction of the WBC.
- (2) Update the Technical Rules and present to the WBC for approval.
- (3) Provide advisement to the WBC on matters relating to the technical activities of the sport.
- (4) Gather opinions from skiers and officials regarding methods to improve the sport and make tournaments more competitive and fair for all competitors.
- (5) Monitor any new rules and the impact they have on the sport as well as any interplay with the other rules that apply to that area of the sport.
- (6) Work with the Systems and Technology Committee in developing new technologies and incorporate them into the Rule Book.

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

303: ADMINISTRATION COMMITTEE

(A) **Committee Purpose and Objectives.**

- (1) To develop and maintain WBC Policies, Procedures and Guidelines (PPG).
- (2) To facilitate the drafting (or redrafting), approval and promulgation of any new, amended or existing Policy, Procedure or Guideline (PPG) relating to the operation of the WBC and the sport of Barefoot Waterskiing.

(B) **Committee Composition.**

- (1) The Secretary of the WBC is an automatic appointment to the Administration Committee.
- (2) One member from each Confederation (preferred).

(C) Key Relationships.

- (1) WBC.
- (2) IWWF Executive Officer.
- (3) IWWF Secretary General.

(D) Responsibilities.

- (1) To draft any new Policy, Procedure or Guideline at the direction of the WBC.
- (2) To update the PPG and present to the WBC for approval.
- (3) To provide advisement to the WBC on matters relating to administration of the sport.

304: AWARDS COMMITTEE**(A) Committee Purpose and Objectives.**

- (1) To facilitate the receipt and processing of all nominations submitted to the WBC for consideration, for the IWWF Barefoot Athlete Of The Year Award (Male and Female), WBC Outstanding Service Award and Honorary WBC Member status.
- (2) To ensure that there is a systemic identification, selection, and approval process for worthy candidates.
- (3) To fully scrutinize all nominations received to ensure that they meet the criteria listed in the pertinent policies.

(B) Committee Composition. One member from each Confederation (preferred).**(C) Key Relationships.**

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

(D) Responsibilities.

- (1) To liaise with all Confederations and Federations regarding the submission of suitable nominations for the respective awards.
- (2) To review submitted nominations to ensure they meet the criteria listed in the respective policies (refer to 501, 502 and 503 of the PPG). When information is missing or is incomplete, they shall liaise with the nominator to address the shortcomings where possible.
- (3) The committee is to ensure the final nomination document presented to the WBC for consideration is appropriately prepared and professional in appearance in order to do justice to the nominee of the award.

- (4) Appoint Selection Committees for the WBC Outstanding Service Award and IWWF Barefoot Athlete of the Year Award (Male and Female). The respective selection committees shall comprise the following composition of personnel:

- (a) WBC Outstanding Service Award. Awards Committee Chairperson, WBC Chairperson, plus at least two members from the current list of honorary WBC members.
- (b) IWWF Barefoot Athlete Of The Year Award (Male and Female). Awards Committee Chairperson, WBC Chairperson, plus one member from each Confederation, as chosen by the Awards Committee Chairperson.

- (5) To post nomination forms on the WBC Forum for final consideration by the WBC.

- (6) To procure suitable award plaques to be presented to the recipients.

- (8) To maintain an Honour Board of the Award Recipients to be held by the WBC/IWWF.

- (9) To oversee and manage the awards presentations at each World Championship or other appropriate event.

- (10) To address issues within the awards program and processes that may arise from time to time.

- (11) To maintain a listing of recipients with appropriate recognition information on the website.

- (12) To ensure current criteria and nomination forms are posted on the website.

305: RECORDS REVIEW COMMITTEE**(A) Committee Purpose and Objectives.**

- (1) To facilitate the efficient processing of all Record Applications received by the WBC within the required time frames.
- (2) To liaise with key stakeholders regarding the outcome of the record submission.

(B) Committee Composition.

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

(C) Key Relationships.

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

(D) Responsibilities.

- (1) To receive the required documentation and media, review the validity of the submission and render a decision on the submission.
- (2) To inform the key stakeholders and applicant(s) of the outcome.
- (3) To ensure compliance of the procedure for submitting a Record Application contained in Rule 17 of the WBC Technical rules.
- (4) To be available to review any records that are submitted to the committee within the required time frame as set out in the WBC Technical Rules.
- (5) To review submissions and submit findings promptly, taking into account that the entire process has a maximum time of 30 days from receipt of a record submission to the final decision.

Note: Committee members in undertaking their individual assessments are required to closely liaise with each other to ensure the above time-frames are achieved.

- (6) To ensure that the applicant receives notification and certificates in a timely manner and at an appropriate venue.
- (7) To order Record Certificates from the IWWF head office.
- (8) To ensure the IWWF President and WBC Chairperson sign the certificates.
- (9) To issue an updated list of the World Records to the WBC website manager as the list changes.
- (10) To archive all documentation and media for all approved record submissions.
- (11) The Chair of the committee shall act as Custodian of the World Record Archives consisting of all documentation and media related to each claim.
- (12) Record Review committee members must promptly disclose any conflicts of interest when reviewing a potential record. Instances of conflicts of interest include but are not restricted to the following examples:

- (a) A close personal friend or relative of the skier that has created the potential record.
- (b) The potential record has been created by a skier with whom the Records Review committee member has had a difficult relationship in the past.
- (c) The potential record has been created by a skier with whom the Records Review committee member has had prior coaching involvement.

If a Record Review Committee member discloses a conflict of interest, the committee will immediately replace the member with a suitable replacement for the review of that particular potential record review application.

Note: Members of this committee have a year round responsibility in undertaking their duties, and as the situation requires.

306: EVENT MANAGEMENT SYSTEM (EMS) AND LION COMMITTEE

(A) Committee Purpose and Objectives.

- (1) To monitor, manage and maintain the worldwide IWWF—EMS data base for Barefoot Waterskiing for each competitor's results achieved at competitions that meet the WBC Rankings List requirements, as set forth in the WBC Technical Rule Book.
- (2) To issue the list of scores to the WBC for promulgation on required dates, e.g., Independent skier qualifying scores for World Championships and Skier Seeding Scores for World Championships.
- (3) To look at trends within the sport regarding event scores for each division and provide advisement to the WBC when the data highlights changes in the trend and/or provision of data as requested by the WBC.

(B) Composition and Attributes.

- (1) One Officer from each Confederation.

Note: EMS Committee members are called "Officers"

- (2) One Officer shall be named "Custodian" and shall be responsible for direct liaison with the WBC, IWWF EMS Administrator and the LION Scoring Program Administrator.
- (3) Officers must be computer literate and competent with operating the EMS data base and the LION scoring program.

- (4) Officers must communicate with all Federations within their Confederation to ensure compliance with the EMS protocols and WBC rules.

(C) Key Relationships.

- (1) WBC.
- (2) IWWF EMS Administrator.
- (3) LION Scoring Program Administrator.
- (4) Federations.

(D) Responsibilities.

- (1) To over-see the management of the EMS data base for Barefoot Waterskiing.
- (2) To monitor submissions of tournament results data within their respective Confederations from all competitions that meet WBC standards, as set forth in the WBC Technical Rule Book.
- (3) To ensure that Federations only submit scores that meet WBC Rankings List requirements.
- (4) To provide advisement to the WBC on matters relating to World Rankings.
- (5) To liaise as required with the IWWF EMS Administrator regarding the on-going enhancement of the EMS Data Base, re the needs of the Barefoot Division World Rankings Data Base.

307: SYSTEMS AND TECHNOLOGY COMMITTEE

(A) Committee Purpose and Objectives. To assess ways and means of implementing new systems and/or technologies into the sport that may aid administrators, officials, coaches and athletes to further grow and develop the sport.

(B) Committee Composition and Attributes.

- (1) One member from each of the three Confederations (preferred).
- (2) Members should have a level of expertise in systems and/or technology that can be used in achieving the committee objectives and purpose.

(C) Key Relationships.

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

(D) Responsibilities. To investigate, develop, test and monitor the implementation of new ideas, materials, products, innovations, enhanced technologies, etc. that may help the advancement of the sport across all areas. (Administration, Officials, Coaches and Athletes.) Such systems include but are not limited to:

- (1) Ongoing enhancement of the scoring program.
- (2) New hardware and software technologies relating to video equipment, timing systems, etc.
- (3) Enhanced technologies for the computer-based jump measuring system/s.
- (4) Enhanced technologies for the 'Ship To Shore' CCTV system and 'Live Streaming'.

308: DEVELOPMENT AND PROMOTION COMMITTEE

(A) Committee Purpose and Objectives. To increase the level of participation in the sport of Barefoot Waterskiing, both in the number of Federations actively competing at World Championships and the number of skiers within the respective Federations.

(B) Committee Composition and Attributes.

- (1) One member from each of the three Confederations (preferred).
- (2) Members should have a level of expertise in developing programs that can be used in achieving the committee objectives and purpose.

(C) Key Relationships.

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

(D) Responsibilities.

- (1) To develop and monitor the implementation of programs that will retain existing and gain new participants and new Federations in the sport.
- (2) To assess the viability of implementing new events as a means of growing the sport.
- (3) Develop an overall training/teaching program for coaches, officials and athletes.
- (4) Facilitate the implementation of approved programs in consultation with the IWWF and developing and/or developed Federations.

- (5) Create innovative ways to promote the sport internationally including new events or competitions, e.g., World Cup, Free Style.

309: OFFICIALS COMMITTEE

- (A) Committee Purpose and Objectives.** To develop an International Standard for education, assessment and advancing officials, so as to increase both the skill levels and number of Barefoot Officials throughout the Federations.
- (B) Committee Composition and Attributes.**
- (1) One member from each of the three Confederations (preferred).
 - (2) Members should have previous experience as an official and preferably hold a current Level 1 rating as an official.
- (C) Key Relationships.**
- (1) WBC.
 - (2) Federations.
 - (3) Confederations.
 - (4) Officials.
- (D) Responsibilities.**
- (1) To develop training material—manuals, videos and other aids, that Federations can use to distribute to their Officials as a means of improving their skill sets and knowledge and for the recruitment of new Officials.
 - (2) To implement and manage the assessment of Officials.
 - (a) Prepare officials' exams and assessment procedures. (e.g., online written and video assessment)
 - (b) Oversee and manage the outcomes of the Official's assessment at an International level.
 - (c) Maintain a database of 'Officials' and their level of qualification.
 - (d) Facilitate training seminars ranging from local clinics and assessments to International seminars.
 - (3) Review both "on" water and "off" water dress standards for Officials.

310: SAFETY COMMITTEE

- (A) Committee Purpose and Objectives.** In consultation with the IWWF, maintain and update the IWWF Safety Manual as required and to ensure the safety practices set forth are promulgated Worldwide.
- (B) Committee Composition and Attributes.**
- (1) One member from each of the three Confederations (preferred).
 - (2) Members should have performed the duties of a Safety Officer at a National or International event and possess knowledge of First Aid, CPR and in-water rescue techniques (ideal).
- (C) Key Relationships.**
- (1) WBC.
 - (2) Confederations.
 - (3) Federations.
 - (4) Medical Staff.
- (D) Responsibilities.**
- (1) To maintain and update the WBC Safety Manual.
 - (2) To develop additional training materials such as a manual, videos, risk management plan templates and aids relating to safety that can be used by Federations to distribute to any organisation responsible for staging a Barefoot Waterski competition.
 - (3) Facilitate the transfer of knowledge and information to Federations regarding the safe practices of in-water rescue.
 - (4) Conduct Safety Training Clinics.

311: HISTORY AND ARCHIVES COMMITTEE

- (A) Committee Purpose and Objectives.**
- (1) To collate and maintain a record of the sport's history.
 - (2) To facilitate the safekeeping of items of interest for future generations to observe.
- (B) Committee Composition and Attributes.**
- (1) One member from each of the three Confederations (preferred).
 - (2) Members who have a passion for recording the sport's history should be actively recruited.

(C) Key Relationships.

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

(D) Responsibilities.

- (1) To collect, collate and store materials that record the activities of the sport through the years as well as to display collected material at designated events (e.g. World Championships).
 - (a) Meeting Minutes.
 - (b) World Championships/World Games videos, programs and posters.
 - (c) World Records applications and videos.
 - (d) Photos from international events.
 - (e) Magazine articles of international interest.
 - (f) Any materials of international interest that can be suitably stored which relate to the sport of Barefoot Waterskiing.
- (2) To investigate suitable means of electronically recording and displaying the collected material.

312: PUBLICITY COMMITTEE

(A) Committee Purpose and Objectives. To increase the level of publicity in the sport of Barefoot Waterskiing, across all mediums of communication—Television, radio, print media, social media (Facebook, Twitter, etc.) Internet, IWWF and WBC Web sites.

(B) Committee Composition and Attributes.

- (1) One member from each of the three Confederations (preferred).
- (2) Members should have a level of expertise in preparing media releases, writing articles on skiers, officials, administrators, National and International competitions and any related activity that will aid the publicity and promotion of the sport, together with preparing information that can be used in achieving the committee objectives and purpose.
- (3) One member will undertake the duties of WBC Web Site Master

(C) Key Relationships.

- (1) IWWF Media Officer.
- (2) WBC Web Site Host.
- (3) Confederations.
- (4) Federations.
- (5) Media Outlets.

(D) Responsibilities.

- (1) In consultation with the WBC Chairman/Secretary, prepare and issue media releases from time to time, relating to the publicity of the sport, utilizing all forms of media.
- (2) Actively liaise with Confederations and Federations—Publicity Officers to facilitate the overall publicity of the sport.
- (3) Manage and monitor all social media items relevant to the publicity and promotion of Barefoot Waterskiing.
- (4) Update the WBC Web Site as and when required to ensure currency and accuracy of the information presented on the Web Site.

313: ATHLETES REPRESENTATIVE COMMITTEE

(A) Committee Purpose and Objectives. Increase the level of communication with the competitors of our sport of Barefoot Water-skiing, including but not limited to obtaining input and feedback on:

- (1) The rules governing the sport.
- (2) The general development of Barefoot Water-skiing throughout the Confederations and Federations.

(B) Committee Composition and Attributes.

- (1) The Chair of the Committee and Athletes Delegate to the WBC shall be elected by the Federation skiers at the bi-annual IWWF Open/Junior World Barefoot Water-ski Championships.
- (2) One member from each of the three Confederations (preferred).
- (3) Members shall be of good standing within their Confederation and be prepared to source and present the views of the competitors they represent.

(C) Key Relationships.

- (1) WBC.
- (2) WBC Rules Committee and WBC Development and Promotion Committee.
- (3) Confederations.
- (4) Federations.

(D) Responsibilities.

- (1) To seek and represent the views of the Federation competitors to the WBC.
- (2) Actively liaise as required with the WBC, WBC Rules Committee and WBC Development and Promotion Committee.
- (3) Via the engagement with and participation of Federation skiers, aide the development and growth of Barefoot Water-skiing across both existing and developing Federations.

314: JUNIOR DEVELOPMENT COMMITTEE**(A) Committee Purpose and Objectives.**

- (1) Increase the number of Junior competitors across the Confederations and Federations.
- (2) Increase the number of Junior competitors attending Confederation and World Championships.

(B) Committee Composition and Attributes.

- (1) A minimum of one (1) member from each of the three Confederations (preferred).
- (2) Members should have a good general knowledge of the sport of Barefoot Water-skiing and possess attributes commensurate with the development and participation of sport at Junior level.
- (3) Relevant communication facilities and skills in order to effectively liaise with the Confederations, Federations and Coaches of Barefoot Water-skiing.

(C) Key Relationships.

- (1) WBC.
- (2) WBC Development and Promotion Committee.
- (3) Confederations.
- (4) Federations.
- (5) Federation Coaches.

(D) Responsibilities.

- (1) Actively liaise as required with the WBC Development and Promotion Committee to ensure a consistent approach is achieved in the development of Junior skiers across all Federations.
- (2) Via the engagement with Federation coaches, aide the development and growth of Junior skiers across both existing and developing Federations.
- (3) Co-ordinate and facilitate the distribution of existing Junior development programs that have achieved good outcomes in Federations, to those Federations that do not have a Junior development program.
- (4) In conjunction with Federation coaches and other sports, develop and oversee the implementation of new Junior development programs suitable for the sport.

CHAPTER FOUR: RANKINGS LISTS

401: GENERAL

- (1) The World Rankings Lists for Jump, Slalom, Tricks and Overall is a live rolling data base of scores for all competitors competing in homologated tournaments sanctioned by affiliated Federations and is based on scores recorded in the IWWF Events Management System (EMS) for the last 52 weeks.
- (2) The Rankings List scores are updated every week with a skier's last performance and reflect the ranking of skiers at the date of publication.
- (3) Federations shall be responsible for inputting the data for the Worlds Rankings List via EMS, which will enable the live rolling World Ranking List to be automatically compiled.
- (4) The World Rankings List can be viewed via <https://www.iwwfed-ea.org/barefoot/rl20??/iwwf>

Note: The year (20??) is the current year to date (past 52 weeks) applicable to the relevant World Rankings List.

402: RANKINGS LIST DIVISIONS

The World Rankings List shall be for the following divisions:

- (A) **Juniors (Boys and Girls).** The competitors shall be under 17 years of age at midnight on December 31 of the year preceding the year (or valid date) of the Rankings List.
- (B) **Under 23 (Men and Women).** The competitors shall be under 23 years of age at midnight on December 31 of the year preceding the year (or valid date) of the Rankings List.
- (C) **All (Men and Women).** Any age skier, including Juniors, Under 23 and Seniors.
- (D) **Seniors (Gentlemen and Ladies).** The competitors shall be 35 years of age or older at midnight on December 31 of the year preceding the year (or valid date) of the Rankings List.

403: RANKINGS LIST DATA

- (A) **Accredited Tournaments.** Scores achieved at tournaments meeting World Rankings List accreditation are eligible for inclusion in the World Rankings List.
- (B) **Recognised Scores.** Only skier scores recorded in the EMS will be used for the respective World Rankings List.
- (C) **Ties.** Ties on the ranking list will be broken by taking the highest score first to break the tie, then backed up by the second score, then the third score and so on.

404: SKIER EVENT RANKING

Skier Event Ranking is based on comparing each skier with the highest event score. The highest Jump, Slalom or Trick scores are compared to all other skier scores in that event using the following formula:

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

405: SKIER OVERALL RANKING

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

406: RANKING SCORES OBTAINED IN A FOREIGN FEDERATION

When a skier competes in a foreign Federation in a homologated tournament as per World Rules, the skier's scores are eligible for consideration for World, Confederation and Federation Rankings Lists.

407: ERRORS IN THE RANKINGS LIST

If an error is identified in the Rankings List please contact your Federation Barefoot EMS Liaison Officer and list the following information—Skier's Name, Competition Code as Listed in EMS and where to obtain the skier scores in order to verify the skiers performance.

CHAPTER FIVE: AWARDS

501: WBC OUTSTANDING SERVICE AWARD

(A) **Award Criteria.** This award is given whenever a qualified candidate has been recognised by the WBC as having significantly contributed to the sport of Barefoot Waterskiing for at least 20 years at the international level. The recipient of the award is someone who has distinguished himself/herself above and beyond all other individuals in serving the sport. (It is not given merely for time served.)

In special and isolated circumstances, the WBC may give consideration to recognising a candidate who has provided exceptional services and contributions to the sport of Barefoot waterskiing for a period of not less than ten years at the international level.

(B) **Nomination Process.** Any WBC Member or Federation may present a resume detailing the individual's achievements to the Awards Committee Chair. Nomination forms can be found at www.WorldBarefootCouncil.com on the Awards page. Nominations should convey specific examples of how the nominee personifies the criteria and spirit of the award, such as:

- (1) How has the nominee contributed time, resources and abilities to the sport of Barefoot Waterskiing consistent with the title "Outstanding Service Award"?
- (2) How has the nominee avidly supported WBC tournaments and other programs as a participant, administrator, official or fundraiser?
- (3) The nomination is to include a concise timeline of the above services.

(C) **Submission Deadline.** The dates for submitting nominations and announcing the award recipients shall be advised to Federations each year.

(D) **Selection Committee.** The Selection Committee will be composed of the Chair of the WBC Awards Committee and two Honorary WBC members.

(E) **Selection Process.**

- (1) Following the close of nominations, the Chairperson of the WBC Awards Committee shall circulate the nominations received to the WBC Awards Selection Committee for consideration.
- (2) The Selection Committee shall review the nominations received and by simple majority, select the Award recipients and send a written report to the WBC Chairperson and WBC Secretary.

(3) Where an agreed outcome for the award cannot be arrived at by the Selection Committee, the decision on the award recommendation will be made by the Chair of the WBC.

(F) **Approval.** Final endorsement of the award recipients is to be undertaken by the WBC.

(G) **Award Presentation.** The recipients of this award shall be presented with their award at a time and function suitable for the recipient to receive the award and preferable at the preceding World Championships. If the recipient is unavailable to receive the award at the World Championships, they will still be recognised at the Awards Banquet.

502: HONORARY WBC MEMBER

(A) **Recognition.** An individual who has distinguished himself/herself through his/her dedicated and diligent service to the WBC may be recognised as an "Honorary WBC Member". An individual is eligible for nomination for Honorary WBC Membership upon retirement from the WBC after having served in any of the following capacities on the WBC:

- (1) Ten years as a voting delegate.
- (2) Seven years as a voting delegate with three years as Chair of a committee(s).
- (3) Seven years as a voting delegate with one full term as the WBC Chair.
- (4) Years of service as a Reserve Member shall not be applied towards honorary membership.

(B) **Nomination Process.** Nominations for this award are to be presented to the WBC in the form of a resume outlining the capacities and the time period during which the nominee undertook the listed positions. Nomination forms can be found at www.WorldBarefootCouncil.com on the Awards page.

(C) **Approval.** A simple majority of the WBC shall approve the nomination.

(D) **Award Presentation.** The WBC Chair shall send a letter of acceptance to all new honorary members once they have been approved. The Honorary Member's name shall be added to the Official World Barefoot Council "Honour Board" which shall be displayed at every World Championships, and recognition shall also be given at the next World Championships Awards Banquet.

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

- (A) Award Description.** There are two (2) awards—IWWF Male Barefoot Athlete of the Year and IWWF Female Barefoot Athlete of the Year.

The award is based solely on accomplishments from the season ending in the calendar year for which the award is dated and is for recognition of tournament performances only. The award shall recognize International performances over National performances.

- (B) Eligibility.** Performances, standing lists and records must be from the current year. No junior tournament results, records or standings lists are eligible. The award is based solely on athletic performance. The following achievements are eligible for Barefoot Athlete of the Year consideration:

- (1) World Records Set.
- (2) World Championships Performance (top 5 only).
- (3) Confederation Championships Performance (top 5 only).
- (4) World Cup Final Standing (top 5 only).
- (5) World Cup Performance (top 5 only).
- (6) Major International Event Performance (top 5 only).
- (7) World Games, Continental Games and other Multi-sport games (top 5 only).
- (8) World Ranking List Placement (top 10 only).
- (9) Elite Ranking List Placement (top 10 only).

(C) Nomination Process.

- (1) Any member in good standing of any National Barefoot Federation may nominate any athlete for the award.
- (2) Nomination deadline. Nominations must be received by the Chair and the Secretary of the World Barefoot Council by the advised deadline, which date shall be announced each year. There shall be absolutely no assessment of nominations received after that date. Nomination forms for the current year can be found on the website at www.WorldBarefootCouncil.com under "Awards".
- (3) The received nominations are to be forwarded to the Chairperson of the WBC Awards Committee for consideration by the WBC AOTY Selection Committee.

- (D) Submission Deadline.** The dates for submitting nominations and announcing the award recipients shall be advised to Federations each year.

- (E) Selection Committee.** The Selection Committee will be composed of the Chair of the WBC Awards Committee and a representative from each Confederation.

(F) Selection Process.

- (1) Following the close of nominations, the Chairperson of the WBC Awards Committee shall circulate the nominations received to the WBC Awards Selection Committee for consideration.
- (2) The Selection Committee shall review the nominations received and by simple majority, select the recipients for the Award and send a written report to the WBC Chairperson and WBC Secretary.
- (3) Where an agreed outcome for the award cannot be arrived at by the Selection Committee, the decision on the award recommendation will be made by the Chair of the WBC.
- (4) Final endorsement of the award recipients is to be undertaken by the WBC.

- (G) Award Presentation.** The recipients of this award shall be presented with their award at a time and function suitable for the recipient to receive the award and preferable at the proceeding World Championships. If the recipient is unavailable to receive the award at the World Championships they will still be recognised at the Awards Banquet.

- (H) IWWF Athlete of the Year.** Recipients of the IWWF Barefoot Athlete of the Year Award shall have their names and resume submitted to the IWWF for the "Overall" IWWF Athlete of the Year Award. The IWWF Executive Board shall vote for one Male and one Female from the nominations received from each of the IWWF Divisions.

CHAPTER SIX: CODES OF CONDUCT

601: INTRODUCTION

This “Code of Conduct” shall guide officials, athletes, coaches, managers, parents and guests to conduct themselves in any capacity or endeavour. The Code contained herein covers the areas of personal behaviour, attitude, courtesy, appearance, sportsmanship and commitment to the sport. It is to be recognised that this code is incomplete, in that it does not cover every aspect of appropriate behaviour.

It is the desire of the WBC that the image of our sport is of a positive nature and one that will enhance the image of Barefoot Water Skiing both inside our waterski family and within the wider community.

This standard of behaviour and attitude is expected to be shown on the competition site, at functions or at any event associated with the sport of Barefoot Waterskiing.

- (A) **Representatives to the IWWF.** It is understood that persons representing the sport of Barefoot Waterskiing to the IWWF have both an honour and a responsibility. The manner in which representatives conduct themselves and undertake their duties will be regarded as the standard for the sport.
- (B) **Representing a Federation.** Representing a Federation in the sport of Barefoot Waterskiing at a World Championship or International Competition is a privilege that athletes and team officials must accept with a full sense of responsibility. It should be understood that each represents his/her own Federation and the image demonstrated will be regarded as the standard for the sport.
- (C) **Minor Children.** Each official, team member and parent responsible for a minor child participant is expected to thoroughly review and sign this Code of Conduct before attending the Championships. It is suggested that each team keep a copy on hand to refer to if necessary.

602: GENERAL BEHAVIOUR

- (A) **Sportsmanship and Fair Play.** In all practice and competition situations, officials and athletes are expected to perform to the best of their ability and within the context of specific rules of our sport. Sportsmanship and fair play to everyone participating in the Championships should be at the forefront of any official or team member’s basic philosophy.
- (B) **Attitude.** There is an expectation that everyone involved in the Championships is courteous, mature, cooperative and respectful, at all times. Individuals should conduct themselves with the knowledge that they alone, are responsible for their own actions.

603: GENERAL COMMITMENT

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

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

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

604: CODE UNDERTAKING

All athletes, international officials, team officials and/or country representatives shall:

- (1) Display the conduct expected of an international official, athlete, team official and/or country representative. Regardless of role, each shall conduct him/herself in such a manner that will not bring disrespect, discredit or dishonour to his/herself, teammates, country, event organiser or the IWWF Barefoot Division.

- (2) Conform to all applicable local, state and federal laws and regulations where the Championships are held and any rules, regulations and codes that may be established for the Championships, including the rules, bylaws and policies of the IWWF and World Barefoot Council.
- (3) Participate in a manner that ensures the safety of fellow athletes, officials, event organisers and spectators.
- (4) Act in a sportsmanlike manner.
- (5) Treat everyone fairly within the context of his or her activity, regardless of gender, ethnicity, colour, sexual orientation, religion, political belief or economic status.
- (6) Refrain from the use of profane, insulting, harassing or otherwise offensive language, including obscene gestures.
- (7) Respect the property of others whether person or public.
- (8) Respect members of all teams, officials and spectators.
- (9) Refrain from any public criticism of any official.
- (10) Not engage in any form of verbal, physical or sexual harassment or abuse of/to others.

605: PARENT AND GUEST PARTICIPATION

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

606: APPEARANCE AND DRESS CODES

- (A) Officials.** All officials must be correctly attired.
- (1) Official Functions.**
- (a) Men. Navy jacket with IWWF emblem, grey pants, white shirt and IWWF tie.
 - (b) Women. Navy jacket with IWWF emblem, grey skirt or slacks, white blouse and IWWF scarf. Alternatively, women may wear a formal dress, as approved by the chair of the Officials Committee.
 - (c) The Chief Judge may approve officials wearing more casual attire for the Opening ceremony. E.g., Officials polo shirt.

- (2) Onsite.** Official WBC apparel or navy or black shorts or skirt for females, and Tournament supplied shirts. The Chief Judge will liaise with officials on the day-to-day dress requirements.

- (B) Skiers, Managers and Coaches.** Team members should present a neat appearance while onsite or at any official function. Managers and coaches should use their own discretion in determining the most appropriate dress code applicable to the situation. As a guide the expected teams' dress is:

- (1) Onsite.** Shorts, tee shirts or team tracksuits.
- (2) Welcoming Functions.** Team tracksuits or neat casual dress.
- (3) Awards Banquet.** Official team uniform (long pants, jacket, and tie for men; slacks/skirt, jacket, scarf or formal dress for women is preferred)

607: BREACHES OF THE CODE

- (A) Disciplinary Action.**
- (1) Federations have full responsibility in case of non-observation of these rules to apply sanctions when within their jurisdiction. They shall inform the WBC and all other Federations of the action taken. Other Federations so notified shall, where applicable, enforce the sanction.
 - (2) The disciplinary action may be taken by:
 - (a) The Federation.
 - (b) The WBC.
 - (c) The Confederation Council.
 - (d) The Chief Judge and/or the Jury.
 - (3) Action taken by the Chief Judge and/or Jury shall have effect only at the time and place of the competition at which the infraction occurs and shall be limited to actions at that competition.
 - (4) A report of the complaint and the action taken shall be made to the WBC and to the Federation of the person concerned within 14 days.
 - (5) An infraction calling for action beyond that applicable to a competition shall be reported to the WBC by the Chief Judge, the Organiser or the Federation Chairman within seven days of the occurrence and be accompanied by depositions from the Officials concerned and/or witness to the infraction. The WBC shall allow the parties concerned to state their case, which may include depositions from witnesses and other evidence.

- (6) Action taken by the WBC shall be notified to the IWWF, the offender and his Federation as soon as possible.
- (7) In the case of a more serious offence, the WBC shall refer the matter to the competitor's or official's Confederation Council or Federation for action. The WBC shall investigate the matter and decide what action is to be taken.
- (8) Action decided upon by the WBC shall be suspended if the Confederation Council or Federation concerned takes appropriate and sufficient action in the WBC's opinion. Such action taken by a Confederation Council or Federation must be notified to the IWWF and the WBC within 30 days of the infraction or when the action to be taken by the WBC will come into effect, whichever is the sooner.

(B) Sanctions.

- (1) Failure to comply with the rules shall be subject to a disciplinary action varying from a written reprimand to temporary or permanent exclusion from WBC events and activities.
- (2) For contravention of any statute or byelaw the WBC may apply such sanctions as it deems appropriate, including but not limited to imposing a fine or suspension, either permanent or for a period of time or from a specified competition or all WBC related events and activities.

(C) Appeals.

- (1) A Federation or individual contesting sanctions imposed (other than a sanction imposed at a competition) may have recourse to the IWWF Appeals Committee.
- (2) To be valid, appeals against decisions shall be sent to the Chairman of the WBC and the Chairman of the competitor's Federation within 15 days of the receipt of the decision being contested.

(D) Appeals Committee. All appeals shall go before the IWWF Appeals Committee, which shall be the final arbiter of any decision.

CHAPTER SEVEN: OFFICIALS

701: OFFICIALS RATINGS, CERTIFICATION AND MAINTENANCE

- (1) The WBC has adopted a 'Tournament Officials' rating system which has the following categories and levels:
 - (a) Judge—Level 1, Level 2, Level 3 or Level 4.
 - (b) Driver—Level 1, Level 2, Level 3 or Level 4.
 - (c) Scorer—Level 1, Level 2, Level 3 or Level 4.
 - (d) Homologator—Level 1, Level 2, Level 3 or Level 4.
- (2) The WBC Officials Committee shall be responsible for the system's ongoing development, administration and maintenance.
- (3) Certification and the ongoing maintenance requirements for an Official that are applicable include:
 - (a) New officials entering the system.
 - (b) Existing officials who wish to maintain their current level.
 - (c) Officials upgrading to a higher level, which is to be achieved through continuing education and tournament duties.
- (4) The specific criteria for each category of Official and the corresponding levels are listed on the WBC Web Site—<https://www.worldbarefootcouncil.com>—Officials.
- (5) Officials practice quizzes and other educational resources can be found on the WBC website—www.WorldBarefootCouncil.com. The WBC shall designate approved trainers for clinics and practical tests.

702: ELIGIBILITY FOR WORLD CHAMPIONSHIP OFFICIALS

- (1) Officials who will represent their respective Confederations at a World Barefoot Waterski Championships are required to have achieved a Level 1 rating applicable to their appointed position.
- (2) All World Barefoot Waterski Championships officials shall comply with the WBC Technical Rulebook, and their appointment shall be approved by a majority of the WBC.
- (3) Nomination of an official for the World Barefoot Waterski Championships shall be submitted on the 'Officials Nomination Form'. Refer to WBC Web Site—<https://www.worldbarefootcouncil.com>—Officials.

703: WBC OFFICIALS SCRUTINY COMMITTEE

- (1) When a negative report on any official at a World Championships is received from the Chief Judge of a World Championships, the WBC shall ask the Chief Judge to give a verbal report to the WBC. If this is not possible, a written report detailing the facts and reasons for the negative report shall be forwarded to the Secretary of the WBC for distribution to the WBC for their consideration.
- (2) The WBC shall consider these allegations, and if they are thought to be of a serious nature, the WBC shall refer this matter to the WBC Chairman, who shall appoint the WBC Officials Scrutiny Committee.
- (3) The WBC Officials Scrutiny Committee shall comprise one WBC Member from each Confederation. It may be formed ad hoc if the case requires.
- (4) The WBC Officials Scrutiny Committee shall use all available evidence to discern the facts and shall report their decision on the validity of the Chief Judge's report to the WBC. They shall also make a recommendation for any further action to be taken by the WBC.
- (5) The outcome of this report, any action recommended by the WBC Officials Scrutiny Committee, and any action approved by the WBC shall be forwarded to the IWWF, the Official's Confederation Chairman, to the Official, and to the Chairman of the Official's Federation.

704: DRIVER EVENT EVALUATION

An evaluation sheet has been developed (Refer WBC Web Site—<https://www.worldbarefootcouncil.com>—Officials to aid the assessment of a drivers performance in each event they are assigned to drive during the World Championships. At the end of each event the boat judges for the event are to meet and collectively allocate a performance rating against each applicable line item.

CHAPTER EIGHT: HOSTING WORLD TITLED EVENTS— BID SUBMISSIONS AND WBC OBLIGATIONS

801: GENERAL

(A) Blocked Dates for World Championships.

- (1) The World Barefoot Waterski Championships shall be held according to WBC Technical Rules.
- (2) No other International Barefoot Waterski competition shall take place on a blocked date of the World Barefoot Waterski Championships.

(B) **Restriction.** No other water ski competition shall be allowed to occur on the same site in conjunction with the World Barefoot Waterski Championships without prior approval of the WBC.

802: BID SUBMISSIONS

(A) **Deadlines for a Bid Submission.** Bid submissions for hosting a World Barefoot Waterski Championships are to be presented to the WBC by the closing date advised by the WBC Secretary.

(B) Bid Submission and Approval Process.

- (1) Submissions are to be sent to the WBC and have the prior endorsement of the host Federation's parent water ski body.
- (2) The WBC reviews the submitted bids and votes on the preferred bid to be put forward to the IWWF for ratification.

(C) **Content of Bid Submissions.** Federations proposing to submit a bid to host a World Barefoot Waterski Championship should consult the "User Guide for Hosting a World Barefoot Waterski Championship". As a minimum, the bid document is to contain the following information:

- (a) Bid Letter which shall include acknowledgement and agreement to sign the IWWF Letter Of Agreement (LOA) and to abide by the WBC Obligations for Hosting a World Barefoot Waterski Championships as detailed in the WBC-PPG.
- (b) General Introduction.
- (c) Dates of the Event.
- (d) Location—Closest Town and City.
- (e) Transport—Details of Nearest Commercial and International Airports.
- (f) Venue—Site Specific Details of Lake/s or River and Associated Facilities.

- (g) Details of Financial Support—Sponsors, Government, etc.
- (h) Information Technology—Access to Communication and Internet Facilities.
- (i) Weather During the Event.
- (j) Proposed Event Fees.
- (k) Details of Proposed LOC.
- (l) Tourist Information.
- (m) Proposed Media Coverage.
- (n) Tow Boats if Known.
- (o) Letters of Support—Federation Parent Water Ski Body, Government Depts, Sponsors, etc.

(D) IWWF Letter of Agreement (LOA).

- (1) Following the endorsement of their bid by the WBC, the LOC will be required to sign the IWWF Letter of Agreement (LOA). Refer to WBC Web Site—<https://www.worldbarefootcouncil.com>—World Championships for a sample LOA.
- (2) The LOA details the minimum requirements that must be met when hosting a World Barefoot Waterski Championships.
- (3) In addition, the LOC will be required to meet the WBC Obligations for Hosting a World Barefoot Championships, as detailed below.

803: FACILITATION OF WBC OBLIGATIONS

This addendum to the IWWF LOA specifies the technical and other measures the Organiser must undertake to facilitate the staging of the competition and for accommodating the needs of the contestants, officials, and supporters. The WBC Obligations cover material, services and personnel the Organiser must undertake, which may not be specifically referenced in the LOA.

804: LOCAL ORGANISING COMMITTEE (LOC)

The Organiser shall set up a Local Organising Committee (LOC) to run the competition and notify the WBC of its address, phone, e-mail and website address(es).

805: PERSONNEL

- (A) **Recruiting.** The LOC is to source all required personnel as necessary for the efficient and expeditious running of the competition.
- (B) **Necessary Personnel.** The LOC, in consultation with the WBC Chairman, shall appoint the following personnel for the Championships:
- (1) Safety Director. See Technical Rule 1101.
 - (2) Announcer. See Technical Rule 2203(B).
 - (3) Secretary to the Chief Judge. See Technical Rule 2203(C).
- (C) **Support Personnel.**
- (1) **Safety Officer.** See Technical Rule 1104(A).
 - (2) **Safety Swimmers.** See Technical Rule 1104(E).
 - (3) **Video Operators.** The operators are for service in the towboat. See Technical Rule 2301.
 - (4) **Boat Mechanic/Engineer or Nominated Service Company.**
 - (5) **Computer Technician.**
 - (6) **Course installation and maintenance crew.**
 - (7) **Dock Marshals.** Marshals need to be familiar with the operations of Barefoot tournaments.
 - (8) **Pick-up Drivers.**
 - (9) **Press and Publicity Officer.**
 - (10) **Radio Custodian.** This custodian must be responsible for the care, tracking, maintenance, re-charging, and provision of radios for members of the Officials panel. They should also take care of recharging video camera batteries if this is not otherwise arranged.
 - (11) **Welcoming Host.**

806: REPORTING

- (A) **Minutes.** The Local Organizing Committee (LOC) shall forward a copy of the LOC's meeting minutes to the Chairman and Secretary of the WBC within 14 days of all meetings.
- (B) **Progress Reports.** At regular intervals, the LOC shall furnish a summary report to the Chairman and Secretary of the WBC, detailing the progress in organising the Championships and highlighting any items not proceeding as scheduled and planned action to bring back on schedule, together with any areas or items that may require assistance from the IWWF/WBC.

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

Note: Refer to WBC Web Site—

<https://www.worldbarefootcouncil.com>—World Championships for a sample Tracking Sheet—"World Championships Task Tracking Sheet".

807: COURSE AND SITE INSTALLATIONS

- (1) Slalom/Tricks course(s) as described in Technical Rule 1602.
- (2) Jump course as described in Technical Rule 1601.
- (3) Jump ramp as described and the set-up as shown in Technical Rule 1406.
- (4) A primary video jump measuring installation set up to cover the jump area. Ideally, a separate independent facility shall be provided for the running of the video jump measurement equipment. Consideration must be given to the effect of glare on the video screen and camera and planned accordingly.
- (5) A spare ramp, either on-site or able to be fetched at short notice.
- (6) A starting dock, buoyant and stable enough to sustain a skier during his start, located on or near the centreline of the course. A starting dock tower should also be provided adjacent the main starting dock.
- (7) A boarding and servicing dock for the boarding of officials and servicing of boats.

808: SITE FACILITIES

- (1) Chief Judges observation deck/tower commanding a full view of all courses.
- (2) Commentator station commanding a full view of all courses.
- (3) Jury/video room with restricted access and in a quiet area.
- (4) Scorer's room suitably furnished and with restricted access, in a location immediately adjacent to the competition computer facility.
- (5) Secretariat, with adequate desk space and a mail rack for official mail for teams and officials.
- (6) A medical station on-site, which may be mobile.
- (7) Shaded rest area for Officials, with table and chairs.
- (8) Shaded area for skiers at the Start Dock.
- (9) Room for administering drug testing.

- (10) An adequate, dependable electrical power supply for the scoring computers, the jury video, and the video jump camera and computer if installed. Provision of an Uninterruptible Power Supply (UPS) is recommended.
- (11) A radio/video battery multi-recharging facility.
- (12) A refuelling station.
- (13) Internet access via both cable and Wi-Fi connections.

Note: Where possible, separate dedicated internet facilities are to be provided for the official distribution of results and tournament communications.

- (14) Changing rooms.
- (15) Gear storage shed or container.
- (16) Toilets.
- (17) On-site flag poles for flying the IWWF and each attending Federation's National Flag.
- (18) Trash receptacles and collection.
- (19) Car parking area.

Note: The location on-site of the Chief Judges, Scorers and Video Rooms is to be approved by the Chief Judge prior to the commencement of the Championships.

809: SITE EQUIPMENT—GENERAL

- (1) Boats as specified in Technical Rule 1501. A minimum of two must have identical hull, engines, props, rope attachments, and seating.
- (2) Lines and handles as specified in Technical Rule 1402 and 1403. A minimum of six pre-stretched 21.5m toelines, four 38cm Slalom handles, and six 30cm Jump handles.
- (3) Timers as specified in Technical Rule 1405. A minimum of two for single lake and three for dual lake site.
- (4) Public address system that provides full coverage of the site.
- (5) Portable radios (12), with minimum of two channels installed, with backup batteries and charging facilities.
- (6) A computer complex as detailed in "Computer and Office Equipment" below, with supplies and software to compute and print results and calculate the jump.
- (7) All video requirements as listed in "Video Facilities and Equipment" below.
- (8) Boat-to-shore video transmission equipment and TV monitors strategically located around the site. At a minimum, a TV monitor shall be provided in each of the following locations: Chief Judge's room, PA tower, and Video Manager's room.

- (10) Safety Boat with floating/buoyant stretcher or backboard, personal flotation jackets for safety personnel and a first-aid kit.
- (11) A prize-giving podium in the three-height Olympic format and numbered 1, 2 and 3.
- (12) Provision of three structures adjacent to the prize-giving podium for the displaying of flags for the first, second, and third placed event champions.
- (13) Minimum of three notice boards, one in the vicinity of the tower, one at the start dock, and the third at the Official Hotel.
- (14) Federation placards for the presentation of teams.
- (15) Officials/Competitor identification cards.
- (16) Fire extinguishers and/or all fire prevention equipment required by local ordinance.
- (17) Megaphone for emergency communications.

810: CHIEF JUDGE FACILITIES AND EQUIPMENT

- (A) **Accommodation.** A separate enclosed air-conditioned room/area is to be provided, being of an area not less than six (6) square meters. The room is to be lockable so it can be secured at night to ensure the safekeeping of the competition documents.

The room will be used to accommodate the Chief Judge and provide the required facilities of a table and chairs. The room shall also be capable of being closed off to enable the undisturbed video review of skier passes and preparation of competition documents, together with undertaking any confidential communication with officials and team representatives, as may be required.

The room is to have a separate TV connected to the live stream from the boat, so the CJ can see what is being recorded.

811: VIDEO FACILITIES AND EQUIPMENT

- (A) **Accommodation.**
 - (1) A separate enclosed air-conditioned room/area of an area not less than ten (10) square meters is to be provided. The room is to be lockable and be secured at night to ensure the safekeeping of the expensive video equipment.
 - (2) The room will be used to accommodate the Chief Video Officer (CVO) and provide the required facilities for the undisturbed video review of skier passes by the event judges.

- (3) There shall be adequate power outlets in the room for the video equipment and a dedicated outlet exclusively for battery charging, live throughout the day and at night.
- (4) The following furniture is to be provided:
 - (a) Table for housing video and computer equipment.
 - (b) Minimum five (5) chairs.
 - (c) Lockable storage cupboard.
- (5) The room is to have a separate TV connected to the live stream from the boat, so the CVO can see what is being recorded. This enables CVO to provide feedback on zoom and focus, as needed during the event.

(B) Equipment. The following equipment is to be provided:

- (1) 3—video cameras for filming the events. 2—Primary and 1- Backup (Note: High-quality digital cameras are required)
- (2) 9—Camera batteries with all output connectors and charging plugs.

Note: *When two lake sites are being used for the championships, two additional video cameras and batteries are to be provided.*

- (3) 3—Boat Power/Voltage inverters.
 - (4) 1—TV/32" High-quality plasma screen for video review.
 - (5) Battery chargers for all the various batteries.
 - (6) AC adapter for the video room camera.
- Note:** *This will save the batteries if the camera is being used in the video room for playback.*
- (7) DC power adapter for the camera to use in the boat.
 - (8) HDMI Cable.
 - (9) 2—Multiple power boards (5 outlet boards with Surge Protection).
 - (10) 3—small towels (used for drying video equipment in the event of rain).

- (11) In consultation with the Chief Video Officer, the LOC is to facilitate the provision of a computer (primary) installed with video editing software and the capacity for storing all tournament videos, plus be capable of replaying videos in full, slow, and frame-by-frame reviews. In addition, the software is to be capable of trimming videos so that select sections can be replayed.

- (12) A backup computer with the same functionality is also to be provided.
- (13) In addition to the above equipment, a dedicated camera/s and a computer programmed with the jump measuring system is required for the jump event.
- (14) The camera's for video jump metering and if a fixed camera is to be used in the boat, all shall have a support bracket that is fitted in a manner whereby boat movement or wind does not allow the camera to move.

(C) Electronic Recording Media. 12—SD Cards.

812: SCORERS FACILITIES AND EQUIPMENT

(A) Accommodation. A separate enclosed air-conditioned room/area of an area not less than ten (10) square meters is to be provided. The following furniture is to be provided:

- (1) Adequate table space for the scorers to sit and score, plus space for printers, photo-copier, folders and an area for laying out judges' sheets and storing general office items.
- (2) Minimum four (4) chairs.
- (3) The Scorers' room is to be lockable to be secured at night to ensure the safekeeping of the competition results and expensive computer equipment.
- (4) The room will be used to accommodate the Chief Scorer and Scorers and be capable of being closed off for the undisturbed scoring of skier passes by the event scorers.

(B) Equipment. The following equipment is to be provided:

- (1) 2 × computers complete with the scoring program (1—Primary and 1—backup).
- (2) 1 × computer loaded with MS Office software.
- (3) 1 × high-speed printer.
- (4) 1 × photocopier.

813: CONSUMABLES

Adequate supplies of the following consumables are to be provided:

(A) Boats.

- (1) Fuel, oil and all necessary lubricants.
- (2) Spark plugs, fuel and oil filters, etc., as recommended by boat serving agents.

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

- (1) Copy paper in the following recommended quantities:
 - (a) White—10 Reams.
 - (b) Light Blue—2 Reams (Slalom—Judges Sheets).
 - (c) Light Green—2 Reams (Tricks—Judges Sheets).
- (2) 2 × adhesive tape and dispensers.
- (3) 2 × office stapler and staples.
- (4) 2 × gun type stapler and staples for notice boards.
- (5) Bulldog clips—small and medium (minimum of 24).
- (6) 1 × box of glide-on paper clips.
- (6) Clipboards—fifteen (15).
- (7) 1 × box—black, blue, red and green coloured pens.
- (8) 2 × boxes of 2H lead pencils.
- (9) Containers for storing pens and pencils.
- (10) 2 × pencil sharpeners.
- (11) 2 × packs of ‘Post It’ labels.
- (12) Whiteboard (approximately 1200mm × 900mm mounted in Scorers Room).
- (13) Whiteboard felt pens, including black, blue, red, and green.
- (14) Six (6) × Large Ring binders.
- (15) Four (4) Small Ring binders.
- (16) Dividers for binders.
- (17) Highlighters—two colours.
- (18) Hole punch.

814: ON-SITE FOOD AND REFRESHMENTS

- (1) Good quality, healthy-type meals and refreshments shall be provided on-site or available within nearby (short walking distance) to the site.
- (2) Lunch is to be provided on-site for each appointed Official.
- (3) Adequate supplies of cold bottled water are to be provided for each appointed Official.

815: OFF-SITE FACILITIES

(A) Meeting Facilitates. The following meeting rooms with provisions and refreshments as listed are to be provided for WBC and Officials Meetings before and during the Championships, as well as other meetings deemed necessary for the event. The WBC Chairman and Chief Judge shall liaise directly with the Chairman of the LOC regarding the specific dates and needs relating to these meetings.

- (1) **WBC Meetings Room Size.** To accommodate 12 or so around a “Board Room” table.
 - (a) **Provisions.** Whiteboard with pens and eraser, projector to hook up to lap top computer and wireless internet access are to be provided.
 - (b) **Meeting Schedule.** The WBC meetings are normally scheduled as follows:
 - (1) Evening meeting scheduled three (3) days prior to the start of the event (Saturday evening if the event starts the following Tuesday).
 - (2) Full-day meeting scheduled two (2) days prior to the start of the event (Sunday if the event starts the following Tuesday).
 - (3) Part-day meeting scheduled the day after the conclusion of the event.
 - (c) **Refreshments.** Coffee service at the start of the meeting, mid-morning, mid-afternoon and lunch service at approx. noon for the full-day meeting.
- (2) **Officials’ Welcoming Dinner and Meeting Room Size.** To accommodate and cater for dinner for 35 or so. (27 officials, 5 WBC members, 3 LOC). Add more seats for additional LOC personnel as desired for the dinner portion. Note: After dinner, the 27 Officials may meet for approximately one (1) hour.
 - (a) **Provisions.** Whiteboard with pens and eraser, projector to hook up to laptop computer, and wireless internet access are to be provided.
 - (b) **Meeting Schedule.** The dinner/meeting shall normally be held on the evening two (2) days prior to the start of the event (Sunday evening if the event starts the following Tuesday).
 - (c) **Refreshments.** Sit down smorgasbord or similar dinner, plus tea and coffee. Purchase of bar refreshments should also be available if possible.

- (3) **Officials Seminar/Clinic Room Size.** To accommodate and cater lunch to 27 or so officials.
- (a) **Provisions.** Whiteboard with pens and eraser, projector to hook up to laptop computer, and wireless internet access are to be provided.
- (b) **Meeting Schedule.** The clinic/meeting shall normally be held on the day prior to the start of the event (Monday during familiarisation if the event starts the following day—Tuesday).
- (c) **Refreshments.** Coffee service at the start of the meeting, mid-morning, mid-afternoon and lunch service at approx. noon for the full-day meeting.

- (4) **General Meetings Room Size.** To accommodate 15 Officials or the WBC for daily post-event briefings.

Note: Ideally, the meeting room should be provided at the host hotel where the officials can purchase refreshments as they so desire.

- (a) **Provisions.** A whiteboard with pens and eraser, a projector to hook up to a laptop computer, and wireless internet access will be provided.
- (b) **Meeting Schedule.** Meeting room to be available each evening. Normally a daily post-event briefing shall be conducted with the Officials and/or WBC as the situation requires.

(B) General Requirements.

- (1) A notice board shall be provided in the Official Hotels detailing at least the competition schedules, rosters, and shuttle bus timetables if applicable.
- (2) The official hotel should also provide a “Welcome/ Reception/Help Desk” facility.
- (3) A prize-giving podium in the three-height Olympic format and numbered 1, 2 and 3 shall be available for the Awards presentations both On-site and the Final Banquet.
- (4) Three structures adjacent to the prize-giving podium for displaying flags for the first, second, and third-placed event/overall champions shall be available for the presentations at the Awards Banquet.

816: INFORMATION AND BULLETINS

- (A) **World Barefoot Championships Website.** As soon as possible after the IWWF has signed the Letter of Agreement, the LOC and IWWF shall establish a dedicated Website for the World Championships. The primary language of communication shall be English. This site shall be a key medium for the promotion of the Championships and distribution of information to the public at large. As information becomes available, the Website should be updated. Bulletins shall be issued to the personnel as specified in the LOA and include the following information in each Bulletin.

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

- (1) The full title of the competition (sponsors).
- (2) The dates of the Event.
- (3) Provision of a tower for start tricks.
- (4) The location and details of the local town and nearest commercial and international airport.
- (5) Contact names, telephone and fax numbers and e-mail. Web site address, if available.
- (6) The official towboats, with the type of motor, prop and pylon specifications.
- (7) The official towlines and handles that shall be used for the Championships.
- (8) Accommodation details, including reservation and booking requirements, rates, credit card acceptance, distance from the site, parking, and other facilities available to guests.
- (9) Official airline and car rental agent (if any).
- (10) Car and minibus rental agencies.
- (11) Special immigration requirements and Visa information, if required.
- (12) Training facilities locations, and all contact details and rates.
- (13) Currency information.
- (14) Visitor taxes.
- (15) A map of the area and site shall be attached.

- (16) An Intention to Compete Form—Refer to Technical Rule 2005(A) Intention to Complete and WBC Web Site—<https://www.worldbarefootcouncil.com>—World Championships. This form shall be completed by Federations intending to send a team and/or independents and must be returned to the Organiser at least eight weeks prior to the start of familiarisation. The Organiser shall notify the Chairman of the World Barefoot Council of the returns as they are received.
- (17) Functions—Welcoming/Presentation/Awards Banquet—details, costs, etc. (if available).

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

- (1) Preliminary schedule of the events.
- (2) Jury.
- (3) Currency exchange advice.
- (4) Departure tax details (if any).
- (5) Details of functions and cost of tickets.
- (6) Closing date for Preliminary Entry Form.
- (7) Accommodation details—reservation reminder.
- (8) Details of ropes and handles.
- (9) Starting dock—high tower.
- (10) A Definitive Entry Form—Refer WBC Web Site—<https://www.worldbarefootcouncil.com>—World Championships.

Note: A repeat of key items listed in Bulletin 1 is also recommended.

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

- (1) The approved Schedule of Events. Refer to Technical Rule 1905.
- (2) Details of the teams entered.
- (3) Any changes or additions to the information in previous bulletins.
- (4) Functions—Welcoming/Presentation/Awards Banquet—details, costs, etc. (repeat or update).
- (5) Accommodation (repeat or update of previous information).

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

(F) Invitation to Officials.

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

(G) Necessary Forms. All forms necessary for conducting the Barefoot Waterski World Championships can be downloaded from <https://www.worldbarefootcouncil.com>—World Championships.

817: TRANSPORTATION

- (1) To and from the nominated airport and the official hotel for all appointed Officials.
- (2) To and from the site and hotel(s). A daily schedule should be posted on each noticeboard.
- (3) Special transport arrangements to and from the site for officials on early or late duty assignments.

CHAPTER NINE: TECHNICAL

901: HOMOLOGATION

- (1) Federations are responsible for overseeing and auditing the homologation of Rankings List (RL) and Record Capability (RC) Tournaments.
- (2) Homologation 'Work Sheets' are available to assist Homologators in verifying that the competition site meets the requirements of the WBC Technical Rules. The Work Sheets can be downloaded from the WBC Web Site—<https://www.worldbarefootcouncil.com>—Competition Forms and are required to be completed for all RL and RC Tournaments.
- (3) As a part of good governance and compliance auditing, the Confederation or WBC may request a copy of the Homologation Work Sheets for any RL or RC Tournament for their review.

902: APPROVED JUMP MEASUREMENT SYSTEMS

- (1) For Rankings List Tournaments, Federations must only use approved jump measuring systems for the Barefoot jump event.
- (2) A list of the approved jump measurement systems, together with the approval process for new jump measurement systems can be found on the WBC Web Site—<https://www.worldbarefootcouncil.com>—Technical.