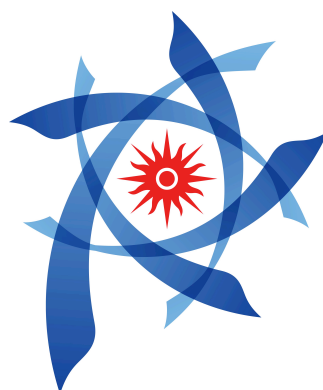


# ANNOUNCEMENT

(update December 28, 2016)



## **8th ASIAN WINTER GAMES 2017** **Figure Skating Competition**



**Sapporo/Japan**  
**February 22 to 26, 2017**



## 1. GENERAL REGULATIONS

The Figure Skating Competitions of the **8<sup>th</sup> Asian Winter Games 2017** will be conducted in accordance with the Constitution and Regulations of the Olympic Council of Asia (OCA) and the ISU Constitution and General Regulations 2016, the Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2016, and the relevant ISU Communications.

Participation in the **8<sup>th</sup> Asian Winter Games 2017** is open to “Members” who possess both Olympic Council of Asia and ISU membership at the same time as well ISU Members from Oceanian, namely for Australia the Ice Skating Australia Incorporated and for New Zealand the New Zealand Ice Figure Skating Association Inc. Only citizens who possess a passport of the “Member” country they are representing can participate in this event and the participants must comply with the relevant requirements of the Constitution and Regulations of OCA (Article 50).

Participation is open for competitors who qualify with regard to eligibility according to ISU Rule 102, provided their ages fall within the limits specified in ISU Rule 108, paragraph 3 a), skater must be at least 15 years old on July 1, 2016.

All competitors must be entered through their respective National Olympic Committee.

## 2. TECHNICAL DATA

<b>PLACE</b>	<b>Main arena: Makomanai Indoor Skating Rink</b> (an indoor ice-rink with the ice surface of 30 m x 60 m) Makomanai-Koen 1-chome 1, Minami-ku, Sapporo, Hokkaido, Japan
<b>MEN</b>	Short Program The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2016 Rule 611, paragraphs 1 and 2 for 2016/17.  Duration: 2 min., 40 sec., +/- 10 sec.
	Free Skating In accordance with ISU Technical Rules Single & Pair Skating 2016, Rule 612 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value.  Duration: 4 min. and 30 sec., +/- 10 sec.
<b>LADIES</b>	Short Program The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2016 Rule 611, paragraphs 1 and 2 for 2016/2017.  Duration: 2 min., 40 sec., +/- 10 sec.
	Free Skating In accordance with ISU Technical Rules Single & Pair Skating 2016, Rule 612 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value.  Duration: 4 min., +/- 10 sec.



<b>PAIR SKATING</b>	Short Program	The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2016, Rule 620, paragraphs 1 and 2 for 2016/17.  Duration: 2 min., 40 sec., +/- 10 sec.
	Free Skating	In accordance with ISU Technical Rules Figure Skating & Pairs Skating 2016, Rule 621 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value.  Duration: 4 min. and 30 sec., +/- 10 sec.
<b>ICE DANCE</b>	Short Dance	In accordance with ISU Technical Rules Ice Dance 2016, Rule 709.  Rhythms, required elements and guidelines are those listed in ISU Communication 1998, 2003, 2019 and subsequent updates.  Duration: 2 min., 50 sec., +/- 10 sec
	Free Dance	In accordance with ISU Technical Rules Ice Dance 2016, Rule 710. The required elements to be skated are those listed in ISU Communication 1998, 2003, 2019 and subsequent updates.  Duration: 4 min., +/- 10 sec.

### 3. ENTRIES

#### 3.1 General

All Entries must be made by the National Olympic Committee (NOC), which is a member of OCA and also Members of the ISU.

Detailed entries including names of participants must be submitted by each National Olympic Committee no later than **Thursday, January 19, 2017 – 24:00 (Japan time, GMT +9)** via the special online entry system for the Asian Winter Games 2017.

The special online entry system for the Asian Winter Games 2017 will be open from November 2016. The detail schedule was distributed to each NOC with entry manual on Friday, October 28, 2016.

#### 3.2 Entry by Number

The form for the entry by number must reach the SAWGOC at the latest **Saturday, November 19, 2016 - 24:00 (Japan time, GMT +9)**. The form will be delivered to the NOC's from SAWGOC.

#### 3.3 Entries by Name

##### 3.3.1 Entries of Competitors

Each National Olympic Committee has the right to nominate two competitors for the Men and Ladies event and two couples for the Pair Skating and Ice Dance event to participate in the 8<sup>th</sup> Asian Winter Games. For National Olympic Committees from Oceanian different specific entry quotas have been put in place and are in accordance with the SAWGOC policy for the participation of National Olympic Committees from Oceanian.



Entries by names must be made not later than **Thursday, January 19, 2017 – 24:00 (Japan time, GMT +9)** via the special online entry system for the Asian Winter Games 2017.

### **3.3.2 Entries of Judges**

Each participating National Olympic Committee will be request to nominate one (1) judge who has at least the qualification “Judge for International Competitions”.

If available, Judges who are qualified to serve as double duty judges in Single/Pair Skating and Ice Dance should be given priority when nominating Judges.

The participating Member Judges entry must be made no later than **Thursday, January 5, 2017– 24:00 (Japan time, GMT +9)** via the special online entry system for the Asian Winter Games 2017.

In case there are too many judges nominated, the SAWGOC will draw the panel of judges immediately after the closing date for the judge’s entries. The result of such draw will be communicated to all National Olympic Committee involved in writing immediately after the conclusion of such draw.

In case there are not enough judges nominated after the closing date for the judge’s entries, SAWGOC together with JSF will ask participating members to nominate an extra judge.

If the number of required judges still cannot be reached with this procedure, additional Judges will be invited. In case of an extra nominated Judge or an additional invited Judge, SAWGOC / JSF may ask for a specific qualification of such Judges.

Each panel of Judges will consist of at least seven (7) Judges.

In case that at the time of the initial judges meeting are too many Judges available onsite as required to compose the panels of seven (7) Judges in one or more disciplines, the Technical Delegate together with the SAWGOC will conduct a draw for seven (7) Judges for the first segment. The Judges, not drawn for the first segment will be seated for the second segment.

The panel of remaining judges for the second segment (Free Skating / Free Dance) mentioned above will in this case be completed by an open draw amongst the Judges serving in the first segment of the discipline in question.

### **3.3.3 Entries of Team Members**

Only support personnel such as Team Leaders, Team Officials and Coaches who are officially accepted by SAWGOC will receive an accreditation. The respective details about allowed entry quota of the support personnel will be regulated by the respective NOC.

Chaperones will **NOT** receive an accreditation or any other pass. All practice sessions are not open to any chaperone. Chaperones who like to watch the competitions need to purchase the event tickets from their NOC or at the official web-site of the Asian Winter Games (<http://sapporo2017.org/en/>).

The names of all support personnel must be submitted no later than **Thursday, January 19, 2017 – 24:00 (Japan time, GMT +9)** via the special online entry system for the Asian Winter Games 2017.

### **3.3.4 VISA**

For the participating Members who need a VISA to enter Japan, SAWGOC requested that all those participating NOC’s submit the list of all possible competitors and officials. The accreditation issued for the Asian Winter Games includes also an entry VISA to Japan and is substituting a VISA. The application period for the accreditation finished on Monday, September 19, 2016.



## 4. INVITED EVENT OFFICIAL

The event officials for the 8<sup>th</sup> Asian Winter Games will be appointed by Japan Skating Federation (JSF). JSF will send entry forms to the invited event officials individually. The event officials will not use the online entry system.

The Technical Panel of each discipline will be composed by one (1) Technical Controller, two (2) Technical Specialists, two (2) Data and Replay Operators. Technical Controller and Technical Specialists in each discipline must be from different ISU Members.

## 5. MEALS, LODGING and TRAVEL EXPENSES

### 5.1 Competitors and support personnel

In accordance with the Constitution and Regulations of OCA, all NOC's participating in the 8<sup>th</sup> Asian Winter Games should cover their own expenses for accommodation.

The cost for room and meal at the official hotel for all competitors, coaches, and support personnel officially listed by each NOC within the quota as limited by SAWGOC will be charged US\$ 50 per person per day during the period from February 12 until February 27, 2017.

If the number of the NOC official delegation is over the quota as limited by SAWGOC, the cost of the room and meal at the official hotel for any additional persons will be charged with US\$ 110 per person per day during the period from February 12 until February 27, 2017. For more information about the hotel rate, please contact your respective NOC.

Technically it is possible for all participating delegations to check-in the official hotel starting from February 12, 2017. However, it is important to understand that there is **NO PRACTICE** for Figure Skating **before Wednesday, February 22, 2017**.

Should any competitor, coach or other support personnel arrive at the hotel before or stay longer than the period described above an additional fee will be charged. For details please contact to SAWGOC in advance.

### 5.2 Event Officials and Judges

The SAWGOC will provide and cover the expenses for rooms and meals for Referees, Technical Controllers, Technical Specialists, Data / Replay Operators and Judges beginning with dinner on **Tuesday, February 21, 2017** until breakfast on **Monday, February 27, 2017**.

Should any of the above mentioned persons arrive at the hotel before or stay longer than the period described above, the discounted room rates will not apply. All costs for rooms and expenses for an extended stay will be at the responsibility of the individual and must be paid upon arrival.

The SAWGOC will cover the costs for travel expenses (economy class airfare) for all officially invited Referees, Technical Controllers, Technical Specialists, Data / Replay Operators as well as all participating Member Judges and additionally invited Judges. The event officials and all Judges will be contacted by the official travel agent to arrange the tickets.

Event Officials and Judges, who wish to purchase their air tickets directly or make other individual travel arrangements must first have an approval and confirmation from the official travel agent concerning the acceptance of the travel costs prior to issuing the ticket.

All Referees, Technical Controllers, Technical Specialists, Data / Replay Operators and all Judges officiating in the Figure Skating competitions of the 8<sup>th</sup> Asian Winter Games will receive a remuneration of CHF 300.00 by the equivalent of the local currency in Japanese YEN.



## 6. PRACTICE

The official practice for Competitors begins on **Wednesday, February 22, 2017**. The detailed schedule will be issued at the time of arrival.

## 7. MUSIC / PLANNED PROGRAM CONTENT

All Competitors shall furnish competition music of excellent quality on CD (Compact Disc) or in any other approved format.

In accordance with Rule 343, paragraph 1, all CDs must show the Competition event, Competitors name, the Nation and the exact running time of the music (not skating time) including any starting signal, which shall be certified by the Competitor and by the coach, when submitted the CDs at the time of registration. Competitors must provide a back-up drive for each program on CD at the same time.

A list of titles, composers and orchestras of the music to be used for the Short Program and Free Skating Program for Single and Pairs, for the Short and Free Dance Program for Ice Dance and for the Exhibition must be listed for each Competitor via the special online entry system for the Asian Winter Games 2017.

**If music information is not complete and/or the music is not provided during the registration at the hotel upon arrival, practice session with music may not be guaranteed.**

The Planned Program Content Sheet must be submitted in time via the special online entry system for the Asian Winter Games 2017. It is mandatory that the Program Content Sheet is filled in precisely by each skater/team in English using the terminology (element abbreviations) for the elements listed in the respective ISU Communications.

## 8. ARRIVAL OF PARTICIPANTS / TEAMS

The nearest airport to Sapporo is **New Chitose International Airport (CTS)** with a distance of **70 minutes / 50 km** to the official hotels.

The SAWGOC provides ground transportation to meet the teams on arrival in accordance with the regulations of OCA.

After your arrival at Sapporo New Chitose International airport from Haneda / Narita or any other airport within Japan, a staff member of the official travel agent will meet you outside the baggage claim area and guide you to the information desk to activate your accreditation card.

If you arrive directly to Sapporo New Chitose International airport on an international flight from outside Japan, a staff member of the official travel agent will meet you before passport control to activate your accreditation card.

The SAWGOC will also provide shuttle service between the official hotels and Makomanai Indoor Skating Rink during the official practice and competition days, starting from Wednesday, February 22, 2017.

All Competitors, Team Leaders, Team Officials and Coaches are requested to announce to the SAWGOC as soon as possible, the name of the airlines, flight numbers, dates and times of arrival or any other information concerning transportation and arrivals/departures via the special online entry system for the Asian Winter Games 2017.

All Judges, Referees, Technical Panels (Technical Controller, Technical Specialists, Data / Replay Operators) will be contacted by official travel agent in regard to their individual travel arrangements, please see also paragraph 5.2 of this announcement.



## 9. OFFICIAL HOTELS

### Hotel for all Competitors, Team Officials

#### APA HOTEL&RESORT Sapporo

Address: 2, Kawazoe-4-jo, Minami-ku, Sapporo City, Hokkaido, Japan

Phone: +81 11 571 3111

Website: [http://www.apahotel.com.e.ju.hp.transer.com/language/hokkaido/04\\_resort-sapporo.html](http://www.apahotel.com.e.ju.hp.transer.com/language/hokkaido/04_resort-sapporo.html)

### Hotels for Event Officials and Judges

#### Royton Sapporo

Address: Kita 1-Jo Nish 11-Chome Chuo-ku, Sapporo, Hokkaido 060-0001

Phone: +81 11 271 2711

Website: <http://www.daiwaresort.jp/en/royton/index.html/>

Hotel reservation for teams can only be made via the SAWGOC by the respective NOC. Booking requests will only be accepted via the special online entry system for the Asian Winter Games 2017 by **Thursday, January 19, 2017** at the latest.

Hotel rooms for all Judges, Referees, Technical Panels (Technical Controller, Technical Specialists, Data / Replay Operators) will individually be booked by the forms submitted to the SAWGOC.

The SAWGOC cannot guarantee the availability of rooms for teams, booked after the above mentioned deadline. All payments for teams shall be made before January 31, 2017 to SAWGOC through the respective NOC.

## 10. REGISTRATION

Registration of the team delegations, the team officials as well as appointed event officials shall be carried out in accordance with the regulations of the 8<sup>th</sup> Asian Winter Games.

The process of registration is divided into two (2) steps:

- a) The validation of accreditation cards will be carried out for everyone upon arrival at Sapporo New Chitose Airport.
- b) The event specific registration will be carried out at
  - APA Hotel & Resort Sapporo for competitors, team delegation members and team officials.
  - Royton Sapporo Hotel for event officials and judges.

## 11. DRAW OF SKATING ORDER

For the Short Program/Short Dance, the draw to determine the starting order shall be conducted in accordance with Rule 520 of the ISU Special Regulations & Technical Rules 2016 and be based on the latest ISU World Standings published on the ISU homepage on the day prior to the Team Leaders meeting of the 8<sup>th</sup> Asian Winter Games.

The starting order for the Free Skating/Free Dance will be the reverse order of the results following the previous segment.



## **12. QUALIFICATION FOR FREE SKATING/FREE DANCE**

Based on the result of the Short Program/Short Dance, the Competitors placed 1-24 in Men and Ladies Single Skating, 1-16 in Pair Skating and 1-20 in Ice Dance only shall qualify for the final Free Skating/Free Dance.

If a tie in the Short Program/Short Dance occurs for the 24th place in Men and Ladies Single Skating or for the 16th place in Pair Skating or for the 20th place in Ice Dance, all the tied Competitors will qualify for the Free Skating/Free Dance for which they will be drawn in the same (first) group.

However, if the maximum number permitted is exceeded by two or more Single Skaters or by one or more Pairs or Ice Dance Couples, the group in question shall be divided into two subgroups with a separate warm-up for each of them.

## **13. RESULTS**

The ISU Judging System as described in ISU Technical Rule Single & Pair Skating 2016, Rule 352 and Rule 353 (Determination and publication of results) will be used.

## **14. PRESENTATION OF MEDALS**

The three best placed Skaters / Couples in each event will be announced and honored. Gold, silver and bronze medals will be presented to the medalists. The national anthem of the winner will be played and the flags of the medal winners hoisted.

## **15. INSURANCE / LIABILITY**

All issues with respect to insurance and liability will apply in accordance with the regulations of the Asian Winter Games. Information on this matter can be obtained from the respective NOC. Detailed information about insurance is provided in the document of the Chefs de Mission Dossier chapter 15. In this document it is stated that basic medical insurance, property insurance and third party liability insurance will be provided.

## **16. ANTI-DOPING CONTROLS**

The Anti-Doping tests will be conducted in accordance with the regulations of Asian Winter Games and current ISU Anti-Doping Rules & Procedures (ISU Communications No. 1922 and 1970 or any further update of this Communication).

The tests will be carried out on the winning skater/s in Singles (after the final Free Skating), Pair Skating (after the Free Skating) and Ice Dance (after the Free Dance). One more skater from the remainder of the skaters shall be selected by random draw in Singles, Pair Skating and Ice Dance. In Pair Skating and Ice Dance, either the man or the lady, but not both, shall be tested and shall be selected by random draw.

## **17. EXHIBITION**

All the Gold Medalists of the 8<sup>th</sup> Asian Winter Games in Figure Skating will be required to participate in the Gala Exhibition which will be combined with the official Closing Ceremony of the 8<sup>th</sup> Asian Winter Games and held on Sunday, February 26, 2017 at the Makomanai Indoor Skating Rink.





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## **18. MEETINGS FOR ISU EVENT OFFICIALS and JUDGES**

All Referees, Technical Controllers, Technical Specialists, Data / Replay Operators and Judges are responsible to attend the respective meetings.

## **19. INFORMATION**

For information, please contact the Organizing Committee:  
8<sup>th</sup> Sapporo Asian Winter Games Organizing Committee (SAWGOC)  
6F Itoh Bldg. Kita 4-jo, Nishi 4-chome, Chuo-ku, Sapporo, Hokkaido, Japan  
Tel : +81 11 215 1006  
Fax: +81 11 215 1016  
E-mail: [noc\\_relations@sapporo2017.org](mailto:noc_relations@sapporo2017.org)  
Website: <http://sapporo2017.org/en/>

Japan Skating Federation  
1-1-1 Jinnan, Shibuya-ku,  
Tokyo 150-8050, Japan  
fax: +81 3 3481 2350  
e-mail: [info@skatingjapan.or.jp](mailto:info@skatingjapan.or.jp)



## 20. EVENT SCHEDULE

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Wednesday, February 22, 2017	11:00	Team Leaders Meeting
	13:00	Referees and Technical Controllers Meeting
	14:00	Judges Draw and Meeting
	17:00	Official Practice
	17:15	MEN and LADIES Technical Panel Meeting
	18:30	Technical Panel Meeting Ice Dance
	TBA	LADIES SP and ICE DANCE SD – Draw Starting Order

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Thursday, February 23, 2017	07:00	Official practice
	09:15	Technical Panel Meeting Pairs
	TBA	MEN SP and PAIRS SP – Draw Starting Order
	15:10	ICE DANCE – Short Dance
	17:10	LADIES – Short Program

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Friday, February 24, 2017	06:30	Official Practice
	14:20	PAIRS – Short Program
	16:05	ICE DANCE – Free Dance
		Victory Ceremony – Ice Dance
	18:30	MEN - Short Program
	TBA	ICE DANCE – Technical Panel Review Meeting

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Saturday, February 25, 2017	07:30	Official Practice
	08:30	ICE DANCE – Round Table Discussion for Judges
	15:00	PAIRS – Free Skating
	TBA	PAIRS - Technical Panel Review Meeting
	17:00	LADIES – Free Skating
		Victory Ceremonies – Ladies and Pairs

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Sunday, February 26, 2017	08:00	LADIES – Technical Panel Review Meeting
	08:00	PAIRS – Round Table Discussion for Judges
	08:00	Official Practice
	09:15	LADIES – Round Table Discussion for Judges
	12:00	MEN – Free Skating
		Victory Ceremony – Men
	16:00	MEN – Technical Panel Review
	16:45	MEN – Round Table Discussion for Judges

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**Please note:**

**This schedule is subject to changes and will be updated in accordance with the final number of entries.**

**Final time schedule will be delivered to the all NOC participating in the Figure Skating event.**



## 21. SUMMARY OF DEADLINES

	DEADLINE	To be submitted via	
		Special online entry system for the Asian Winter Games 2017	Form
Entry by Number	19.11.2016		<b>X</b>
Entry by Name for Competitors	19.01.2017	<b>X</b>	
Entry by Name for the participating Member Judges	05.01.2017		<b>X</b>
Entry by Name for additionally invited Judges	Will be contacted by JSF		<b>X</b>
Entry by Name Delegation Members	19.01.2017	<b>X</b>	
Hotel Reservation for Teams & NOC Judges	19.01.2017	<b>X</b>	
Hotel Reservation for Additional Judges & TOs	Will be contacted by JSF		<b>X</b>
Travel Details	31.12.2016	<b>X</b>	
Competition Music Information	19.01.2017	<b>X</b>	<b>X</b>
Ice Dance Music Information	19.01.2017	<b>X</b>	<b>X</b>
Planned Program Content	19.01.2017	<b>X</b>	<b>X</b>

\*PVC: Pre-valid Asian Winter Games Identification and Accreditation Cards