



2019 NHK CUP COMPETITION TOKYO, 2019 Team Leaders Meeting

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1. Welcome

2. Roll call of National Federations

Calculation of simple majority should a vote be required. Chief Official also has a vote and in case of a tied vote the Chief Official has the casting vote.

1	ANDORRA	AND	15	MAURITIUS	MRI
2	AUSTRIA	AUT	16	NETHERLANDS	NED
3	BRAZIL	BRA	17	NEW ZEALAND	NZL
4	CANADA	CAN	18	POLAND	POL
5	COOK ISLANDS	COK	19	PORTUGAL	POR
6	CROATIA	CRO	20	RUSSIA	RUS
7	CZECH REPUBLIC	CZE	21	SENEGAL	SEN
8	SPAIN	ESP	22	SLOVENIA	SLO
9	GREAT BRITAIN	GBR	23	SWITZERLAND	SUI
10	GERMANY	GER	24	SLOVAKIA	SVK
11	HUNGARY	HUN	25	SWEDEN	SWE
12	ITALY	ITA	26	CHINESE TAIPEI	TPE
13	JAPAN	JPN	27	UNITED STATES OF AMERICA	USA
14	MOROCCO	MAR			

3. Competition Officials

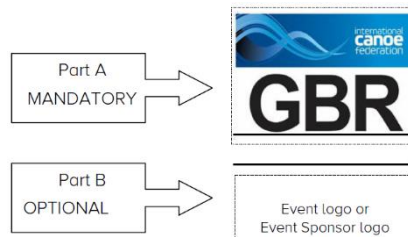
Role	Name
Jury Chair	SHOKEN NARITA (JPN)
Jury Member	Andre JELENC (ICF)
Jury Member	Henley SARAMANDIF (MRI)
Competition Manager	Satoru TOKUNAGA (JPN)
Chief Official	Jean Michel PRONO (ICF)
Chief Judge	Sue NATOLI (ICF)
Assistant Chief Judge	Alena MASKOVA (ICF)
Technical Organiser	Asahi YAMADA (JPN)
Course designer	Mark DELANEY (ICF)
Course designer	Jean-Michel PRONO (ICF)



4. Approval of the agenda

5. ICF guidelines for advertising trademark identification on equipment

http://www.canoeicf.com/sites/default/files/icf_csl_style_and_positioning_of_boat_stickers.pdf



All previous "Event logo" must be removed

6. Information during the competition – WhatsApp group

<https://chat.whatsapp.com/IIQCS7KacsA9f78hDfaiq7>



7. Participation fee

- Participation fee for 2019 42nd NHK Cup is 90€ per athlete and per team official.
- The participation fees must be paid by bank transfer or credit card before the competition.

8. Provisional start list

- Start list will be distributed by Thursday 17th October at 10.00.

9. Competition format & progression

	Heats (best of 2 runs)	Semi Final	Final
MK1	26	26	10
WK1	21	21	10
MC1	23	23	10
WC1	15	15	10



10. Competition schedule

- The course is closed following the end of official training (Thursday 17 October at 12.00) until the end of the competition.
- Version 3 posted on ICF competition website after the Team Leaders meeting.

11. Course information

Name of Course	Kasai Canoe Slalom Centre
Competition Course length	230m (start to finish line)
Competition course drop	4.5 m
Competition course flow	12 m³/s
Water regulation on course	Pumping system

12. Course design timetable

- Heats course map will be distributed from the Sport Information Office by Thursday 17th October at 12.00.
- Semi-final and final course map will be distributed from the Sport Information Office by Friday 18th October at 12.00.

13. Demonstration runs

A. Demonstrators / forerunners – individual events

Event		Start bibs	Demonstrators & forerunners
MK1		F4	Yusuke MUTO
MK1		F7	Kousuke SAITO
WK1		F2	Teruka MIYAKODA
WK1		F6	Kurumi ITO
MC1	Left	F1	Michal MARTIKAN
MC1	Right	F5	Syota SAITO
WC1	Left	F3	Haruka OKAZAKI
WC1	Right		



B. Schedule for Demonstration Runs Heats course

Thursday 17 October 2019 - Heats course					
12:30:00	14:30:00	Heats - Course Construction			02:00:00
14:00:00	14:45:00	Heats - Course tuning with demonstration runners			00:45:00
14:45:00	15:05:00	Heats - Course demonstration run by section			00:20:00
15:05:00	15:20:00	Heats - Course approval			00:15:00
		Interval			00:15:00
15:35:00	15:49:00	Heats - Full length demonstration runs	7	00:02:00	00:14:00
15:49:00	17:00:00	Heats - Course Observation			01:11:00
17:00:00	17:00:00	Water Off			

C. Schedule for Demonstration Runs Semi-final / Final course

Saturday 19 October 2019 - Semi Final & Final course					
14:00:00	15:30:00	SF & F - Final - Course Construction			01:30:00
15:00:00	15:45:00	SF & F - Course tuning with demonstration runners			00:45:00
15:45:00	16:05:00	SF & F - Course demonstration run by section			00:20:00
16:05:00	16:20:00	SF & F - Course approval			00:15:00
		Interval			00:15:00
16:35:00	16:49:00	SF & F - Full length demonstration runs	7	00:02:00	00:14:00
16:49:00	18:00:00	Course Observation			01:11:00
18:00:00	18:00:00	Water Off			

14. Course approval

- Call for nomination from the Coaches/Team Leaders to be an "observer" to the Course Approval Committee

Team leader representative	Milan KUBAN (JPN)
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- Course approval will take place immediately following the demonstration runs at the end of the course near the bridge.





15. Bib Distribution

A. Procedure

- Training bibs must be returned to the Sports Information Office before the competition bibs will be distributed.
- Competition bibs will be distributed at the Sports Information Office from Thursday 17th October from 11.00.
- Athletes can keep the bibs.



B. Bibs colour

MC1	MK1	WC1	WK1
Green	Blue	Orange	Red
			

16. Race information



A. Pre start procedure

- Athletes will be responsible for getting themselves to the Start position on time.
- There will be a clock at the bottom of the conveyor belt showing the race time.
- 2 boats are allowed to be in the start pool and 1 boat in the start block.
- Conveyor belt ride duration is 2 minutes

B. Start procedure

- Athletes may move to the start position once the previous Athlete has broken the beam but must be at the start position 15 seconds before their start.
- Athletes must start facing downstream in between the start blocks.
- The beam line is located at the top of the first drop.
- There will be a clock facing into start pool showing time of day.
- At the start, there will be a countdown acoustic signal (10 seconds before start - 4 shorts, 1 long - start).
- Athletes must start **within 3 seconds of** their start time.
- At all times, the athletes must follow the Starter's instruction, or they may be disqualified for the run.



C. Finish

- The finish beam is marked by a “finish line” board on the bank (below pole #20).
- Athletes must exit via the stairs in the finish area to pass to equipment control.
- Athletes must not leave the finish zone until dismissed by the Equipment Control Judge once they are no longer needed for the ceremonies, anti-doping, media or equipment control.
- During the finals:
 - the three leading athletes must stay in the finish pool in front of the screen until the end of competition.
 - If they drop out of the lead the new leaders will replace them.
 - At the end of the competition, the three leading athletes will exit the finish pool to go to the “Celebration area” where TV will interview them.
 - Their boats will be checked by equipment control staff.
- Upon request athletes must proceed via the mixed zone and back to the Athletes area.

17. Technical Video Service – set up schedule

- The Technical Video Service will be available at the TVS (#6, venue map) tent from 13.00 on Thursday 17th October.
- Please ensure your team comes between 13.00 and 14.30 on Thursday 17th October to check their equipment with the signal.
- Remember: to ensure all the systems are working under full load, Teams need to be set up at least 30 minutes prior to the competition each day – even if you are not competing until the afternoon.
- During demonstration runs only full length will be filmed and distributed.
- Team members must stay outside the cameras view during the filming of demonstration runs.
- National Federations can access the feed by capturing or downloading the files.
- Capturing: same equipment needed as for ICF World Cup
- Downloading: you need to bring your own LAN cable.



18. Key areas during competition

See venue map attached in appendix 1

A. Warm-up channel and lake during competition

- Self-regulation between National Federations

B. Sport Information Office

- #5, venue map
- The Sport Information desk is open from 8:00 to 16:30.
- Nation boxes are located there.

C. Medical Services

- #53, venue map

D. Enquiry / Protest desk

- #26, venue map

E. Equipment control

- #17, venue map
- Self-checking is open: on Thursday 17 October from 8:00 to 15:00
- Emergency self-checking: Equipment control will be open each day 1h before the 1st boat starts.
- There will be post competition control and random checking with all boats being checked during the Finals.

F. Medals ceremonies

- #16, venue map
- Schedule: see competition schedule

G. Doping control station

- #39, venue map
- Athletes will be notified for Doping Control at the finish area.
- ID card or passport will be requested.



H. JCF information booth about anti-doping

- There will be an information booth next to the athlete lounge, from Friday 18 October to Sunday 20 October providing information about the athlete rights and responsibilities toward anti-doping.

19. Venue – Accreditation and Security

A. Accreditation to the venue

- Accreditation office is located at Entrance.

B. Security

- The venue is a gated area and will be closed from 18.00 to 6.00 every day.
- There will be surveillance during the night from 12nd to 27th October.
- The Organising Committee recommends NFs should not leave anything valuable in the tents, the cars or at the competition venue.
- The Organising Committee will not accept liability in case of theft or lost equipment at

20. Opening Ceremony and welcome party for team leaders

- Restaurant "SEASIDE" of Hotel Seaside Edogawa, ground floor
- Time: 17:30 - 19:30, Wednesday 16 October (after Team leaders meeting)
- Participants: ICF, JCF, team leaders and coaches of National Federations, representatives from NHK and organising committee members
- This function is hosted by Edogawa City and the Japanese Canoe Federation and distinguished Guests, followed by toasting and eating while deepening friendship.
- There will be a buffet-style dinner party with Japanese Sake.
- A Japanese cultural show by local people will be performed. This show will be in the OMOTENASHI style showing the Japanese respect and warmth for all participants.



21. Lunch services during competition

- There are no restaurants and shops around the venue.
- Lunch is served only during the Competition days (18 - 20 and 25 - 27 October 2019) for teams making reservation at sport information desk.
- Please make sure reservation three days before the date of lunch service.
- The estimated cost is JPY 1,200 /person / lunch including VAT under self-serving.
- Food is expected to be pasta, sandwich, salad, fruits, yogurt, etc.
- Lunch catering is served at Athletes Lounge from 10:00 to 15:00.
- Please make your request filling in the questionnaire form, appendix 1, which help Tokyo2020 to prepare the catering service.



22. Key information for Olympic Test Events

A. Training bibs

- Training bibs will be available at the sport information office from Monday 21 October before the 1st training session.
- A new back for the accreditation card will be included with the training bibs.

B. Team leaders meeting

- Wednesday 23 October
- 17.00 to 17.45
- At the venue, in the athlete lounge

23. ICF Subject

- Progression system from NHK Cup to Test Event.



APPENDIX 1 – Venue Map

