

# **Agreements and Regulations**

## **Shorttrack**

### **BeNeLux-Series 2024-2025**



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## Foreword

In this document “Agreements and regulations - BeNeLux-Series 2024-2025” you can find information about the organization of the KNSB Regional Competition Netherlands South (Gewest Noord-Brabant / Limburg / Zeeland), combined with Belgium and Luxembourg, also known as the BeNeLux-Cup.

In this competition both new skaters and more experienced skaters will be given the chance to participate. Especially for younger skaters, the BeNeLux-Cup is seen as an introduction to shorttrack speed skating.

It is important that unexperienced skaters have good guidance from their club so they will have a positive experience in a good atmosphere.

Also it is important that this skaters learn to follow the rules and how to deal with it. When a penalty is justified, skaters should get it. This is very important to guarantee the safety during races and also contributes to a fair competition climate.

The competitions will be organized in accordance with the latest ISU Regulations and relevant ISU Communications. If a change in ISU regulations is in place, the “Agreements and regulations - Shorttrack BeNeLux-Series” will be changed accordingly.

By competing in the BeNeLux-Cup, clubs and skaters agree to the agreements and regulations as described.

Any questions and/or comments can be addressed to the primary contacts for the BeNeLux-Cup via your primary contact of your clubs secretariat.

### **Primary contacts BeNeLux-Cup 2024-2025**

Gunter Werner	Belgium
Mark Schippers	the Netherlands
Marco Kiesgen	Luxembourg

Furthermore, the agreements and regulations as mentioned on the following pages apply.

We wish you all a pleasant shorttrack speed skating season!

## Calendar season 2024 – 2025

<b>Date *</b>	<b>Location</b>
09-Nov-2024	Nijmegen, the Netherlands
15-Dec-2024	Luxembourg, Luxembourg
02-Mar-2025	Tilburg, the Netherlands
15-Mar-2025	Deurne, Belgium

\* Due to circumstances, the given date, location and/or time can be changed by the organizing committee of the competition.

## Conditions for participating

### Participation in the BeNeLux-Cup

All skaters registered by a club in Belgium, the Dutch region “Gewest Noord-Brabant / Limburg / Zeeland” or Luxembourg are allowed to participate in the BeNeLux-Cup.

Participating skaters must have a valid competition-license from their own federation in order to compete in the BeNeLux-Cup.

### Participating in other regions (only applicable for skaters from the Dutch clubs)

As stated in KNSB Communiqué 6, skaters can only compete in their own region, in which case the region will be decided by the club-registration of the skater.

Participation in other regions is only allowed if, with good reason, participation in the own region is undesirable. A motivated request to participate in an other region can be delivered via the club-secretariat and can only be approved if both regions agree to participate in the other region.

### Protective equipment

#### *Junior D / E / F*

For skaters competing in one of this categories, the minimum protective equipment consists of;

- A (shorttrack) helmet  
Large aeration holes and openings, through which a skate blade would fit (no longer or larger than the thickness of the helmet), are forbidden
- Cut resistant neck protection (integrated in racing suit or neck guard)  
If a neck guard is used, it must be placed under the suit in such a way that a blade cannot slide under the guard. The neck guard shall entirely cover the neck to below the chin regardless of the Skater's position.
- Cut resistant gloves
- (Cut resistant) knee and shin-guards  
An alternative for the skating shin-guard is a football shin-guard
- Safety-goggles

Skaters in this categories are strongly recommended to wear cut resistant ankle-protection and a cut resistant suit (level 2 is approved for this categories)

#### *Junior A / B / C / Senior / Masters*

In addition to before mentioned protective equipment, skaters in this category shall at least wear;

- An ASTM approved helmet
- Cut resistant suit , minimum level 2 (level 3 is highly recommended!)
- Cut resistant shin-guard including hard shell
- Cut resistant knee padding
- Cut resistant ankle protection

Further details and obligations can be found in ISU communication 2586 (Protection equipment in Speed Skating and Short Track Speed Skating)

### Liability

In accordance with I.S.U. Rule 119, the Organizing Committee assumes no responsibility for or liability with respect to bodily or personal injury or property damage incurred in connection with the events in the BeNeLux-Cup.

## General rules and regulations

### Agreements and regulations Shorttrack BeNeLux-Series

Every year, prior to the start of the new season, but preferably before September 1<sup>st</sup>, the document “Agreements and regulations Shorttrack BeNeLux-Series” for the upcoming season is published on [www.shorttrackonline.info](http://www.shorttrackonline.info).

In principle, the agreements and regulations are valid for the entire season and can only be changed during the season if a majority of the organizing clubs agrees to this change. Changes during a season will only be applicable by exception.

In principle, the current agreements and regulations will remain valid for the upcoming season. The organizing clubs will always be looking for improvements and therefore suggestions can be done to the primary contacts of the BeNeLux-Cup (before April 30<sup>th</sup>). Changes for upcoming season will be made if a majority of the organizing clubs agrees.

### Number of competitions

Clubs will aim to organize a total number of 5 competitions in the BeNeLux-Cup per season. The organizing clubs will therefore keep in contact with each other when the previous season ends, to discuss their intentions on organizing a competition in the upcoming season.

Before the new season starts, the calendar for this season will be determined and communicated to the clubs via the document “Agreements and regulations Shorttrack BeNeLux-Series”.

Preferably the competition dates are set before September 1<sup>st</sup>, but in some cases circumstances are in place, where the dates are not yet known or need to be changed.

### Publication

The “Agreements and regulations Shorttrack BeNeLux-Series” will be published on [www.shorttrackonline.info](http://www.shorttrackonline.info)

## Competition rules and regulations

### Category

*Category will be determined by age on July 1<sup>st</sup> 2024*

Master	40+
Senior	19 / 39
Junior-A	17 / 18
Junior-B	15 / 16
Junior-C	13 / 14
Junior-D	11 / 12
Junior-E	09 / 10
Junior-F	8 and younger

### Combined age-categories in groups

In order to create an attracting and safe competition for all participating skaters, different age-categories will be combined in groups. If necessary by the number of skaters and for safety measures, the groups will be divided in divisions. (div. A for the fastest skaters in a group, div. B for the next etc.).

The placement in groups will be as followed for all organized competitions in the BeNeLux-Cup;  
Junior D / E / F (JunDEF)  
Junior A / B / C / Seniors / Masters (JunABC/SM)

- For group JunDEF, the divisions will be determined by the best 500m time of the skater in the current or previous season.
- For JunABC/SM, the divisions will be determined by the best time of the skater on the programmed distance in the current or previous season. If more than one distance is programmed for this group, the shortest distance will be applicable for the determination in divisions (only if the shortest distance is 500m or higher).

### Dispensation to compete in another age-category

Clubs can file a motivated request for skaters to compete in a higher age-category in the BeNeLux-Cup. Any approved request is only valid for the current season of the BeNeLux-Cup and therefore this skater can win prizes in this category.

The correct procedure is;

- The club-secretariat of the skater files a motivated request to the primary contacts BeNeLux-Cup (**at latest 3 weeks** prior to the first competition in which the skater will compete)
- The organizing clubs will deliberate and come to a decision (at latest 10 days prior to the competition). The decision will be communicated to the club-secretariat. Decisions are not open for discussion.

The following aspects will be taken in careful consideration to come to a decision:

- o Fastest time on 500mtr in comparison with other skaters in the own age-category and in the higher age-category:  
When a skater request to move up an age-category, he or she must be significantly faster than the other skaters in their own age-category **and** must be able to compete with the skaters in division A of the requested age-category
- o Safety of all competitors (shorttrack experience, length/weight, speed)

### **Distances**

Based on the number of participating skaters and available time, the organizing committee, with support of the Competitor Steward, will make the program and determine the distances that will be skated in the competition. For all distances, the program will be following the “all-final system”. Clubs will try to make a program with a variety of distances to be skated throughout the season.

### **Relay races**

In addition to the individual distances, the organizing committee, with support of the Competitor Steward, will try to fit a relay-race in the program:

- clubs can sign in relay-teams (it is allowed to freely mix genders in the relay-teams),
- to ensure that as much skaters as possible can compete in the relay races, teams may also consist of skaters from different clubs.

The aim of the relay-races is to let skaters get used to skate relay-races. To ensure that skaters learn from possible infringements, coaches have a duty to inform their skaters of the infringements seen in the relay-races.

### **Officials & volunteers**

For every competition the organizing committee will ensure that enough volunteers are in place, to be able to organize a good competition. Help from other club can be requested to ensure that enough experience is in place at crucial functions and new volunteers to learn from them.

The following functions need to be presented by accredited officials in every competition organized in the BeNeLux-Cup:

- Starter
- Head-referee
- Competitor steward

### **Timekeeping**

The organizing committee will preferably strive for electronic timekeeping for the competition. The organizing clubs are looking in to the possibilities for a standard for timekeeping, but for now the organizing club is responsible.

If manual timekeeping is being used, the correct procedure and equipment needs to be used. The correct procedure that will be used for manual timekeeping is being described in attachment A. This procedure needs to be followed strictly to ensure good registration of the results of the participating skaters.



## Classifications, rankings and ceremonies

### Award ceremony per competition

After each competition, besides the last competition of the season \*, an award ceremony for the overall classification of the competition will take place for the following categories:

Junior-F Boys	Junior-F Girls	(All skaters receive participation prize)
Junior-E Boys	Junior-E Girls	(All skaters receive participation prize)
Junior-D Boys	Junior-D Girls	
Junior-C Men	Junior-C Ladies	
Junior-B Men	Junior-B Ladies	
Junior-A Men	Junior-A Ladies	
Senior & Masters Men	Senior & Masters Ladies	

\* After the last competition of the season, an award ceremony for the overall classification will take place for the beforementioned categories.

Points for the overall classification in the BeNeLux-Cup (<https://shorttrackonline.info/rankings.php>) will be scored as followed; 1<sup>st</sup> place 1000 points, 2<sup>nd</sup> place 970 points, 3<sup>rd</sup> place 941 points etc. (minus 3 % for each place in the ranking).

In the overall classification for the BeNeLux-Cup the result of one competition (the one with the least points or in which the skater did not participate) will be deleted.

### Participation in “Regional finals”

An extra classification will be made up to determine which skaters will participate in the “Regional finals”:

Junior-D/E Boys	Junior-D/E Girls
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For the highest ranked skaters of the regional competitions a final competition is organized by the KNSB. The number of competitors per region is determined by KNSB Sectiebestuur and will be published in KNSB Communiqué 6 “Regionale wedstrijden en Regiofinale”.

For season 2024/2025 from each region 8 boys & 8 girls (plus 2 reserve skaters per category) will be invited to participate in this competition.

The skaters:

- must have participated in the BeNeLux-Cup in group JunDEF,
- are categorized as Junior-D or Junior-E by their age,
- are ranked in the overall classification of the BeNeLux-Cup in place 1 to 8 (the skaters ranked on place 9 & 10 are the 2 reserve skaters)

If one or more skaters withdraw from the regional finals, the highest reserve skater from the respective region will be invited to participate.

Skaters who competed in the BeNeLux-Cup with dispensation are excluded for participation in this competition.

## Registration

### Announcement

The announcement for the competition will be published on <http://www.shorttrackonline.info> at latest 3 weeks prior to the competition.

The announcement for the competition will contain at least the following information;

- Competition is being organized following the "Agreements & Regulations BeNeLux-Series"
- Organizing club and contact information (contact via club-secretariat of the skater)
- Date, provisional time-schedule & location of the competition
- Entry dates
- Entry fee and payment procedure
- Liability clause (ISU Rule 119)
- Starting rules (for season 2024/2025 one false start is allowed)

### Registration for participating

For each competition skaters, coaches and teamleaders need to be registered by the club-secretariat via <https://shorttrackonline.info/entry.php>  
Registration closes 10 days prior to the competition.

### Withdrawal from participating until entry-date

Until the registration is closed, skaters can be withdrawn from the registration list by the club-secretariat.

### Withdrawal from participating after entry-date

After the registration is closed (orange button "closed" on <https://shorttrackonline.info/entry.php>) skaters can be withdrawn from the registration list by the club-secretariat until Thursday prior to the competition.

### Withdrawal from participating after closure

After closure of the registration (Thursday prior to the competition until the evening before the competition) the club-secretariat can withdraw skaters by sending an e-mail to the organizing committee (contact details can be found in the published announcement).

Participating clubs have a responsibility to point out to skaters that late withdrawals are undesirable and only allowed due to force majeure (e.g. illness, injury, unforeseen circumstances).

### Withdrawal from participating on competition day

Withdrawal on the competition day must be done by the club-secretariat, teamleader or the individual skater. This needs to be done by the registration-desk as soon as possible.

If a skater needs to withdraw during the competition, the competitor steward must be informed as soon as possible.

### Entry fee for the competition

Entry fee for the competition is to be determined by the organizing committee and may vary per competition due to different circumstances. Organizing clubs take into consideration that the entry fee must cover the expenses for organizing the competition, but will not strive to make profits from organizing competitions in the BeNeLux-Cup.

## **Competition day**

For a smooth competition day the following regulations are in order.

### **Registration by the registration desk**

At least 30 minutes before the program starts (warming-up or first race in case no warming-up is on the program), all skaters are present. When arriving, all skaters must be registered by the desk by the teamleader of their respective club.

### **Notice of late arrival**

If a skater is not able to be present 30 minutes prior to the start of the competition, the teamleader will notify this to the registration desk.

### **Warming-up (on-ice)**

- During the warming-up skaters are obliged to wear their helmet-covers.
- During the warming-up a practice start is only allowed on the middle-line on the inside of the track!
- Cooldown or slow-skating on the inside of the track, not at the outside near the boarding.

### **Heatbox and coach-area**

The heatbox area is only for skaters, coaches and teamleaders. The coach-area is only for coaches and teamleaders. Skaters can report to their coach in the coach-area prior/after their race for feedback, but can't stay in the coach-area.

### **Starting rules (false start)**

As the BeNeLux-Cup is considered an introduction to competing in shorttrack competitions, one false start per race is allowed.

## Attachment A; Manual timekeeping procedure

### Objective of the timekeeping procedure

Accurate and reliable recording of each skater's times during shorttrack competitions through manual timekeeping with chronometers.

### 1) Preparation

Necessary materials:

- 4 identical chronometers, tested before the start of the competition
- Spare batteries for the chronometers
- Finish line should be clearly marked on the ice rink
- Time recording forms + forms for the head timekeeper (to be provided by the competitor steward)

Assignment of timekeepers:

- Three timekeepers are assigned, each responsible for accurately recording the finish time of each competitor
- Each timekeeper is assigned a numbered position (timekeeper 1, timekeeper 2, timekeeper 3)
- Each timekeeper is positioned with a clear view and as close to the finish line as possible
- Timekeepers maintain a minimum distance of 1 meter from each other and do not communicate during a race to avoid time influence
- Timekeepers and the head timekeeper do not communicate about recorded times during the competition to avoid bias

Pre-race instructions for timekeepers:

- Each timekeeper must remain focused and start their chronometer precisely at the starting signal and record for each competitor crossing the finish line (after completing the programmed distance)
- If an error occurs, the timekeeper must immediately note this on the form so the head timekeeper can consider it in the evaluation of the recorded times

### 2. Time recording during the competition

Start Procedure:

- Timekeepers wait for the official starting signal
- At the signal, each timekeeper immediately presses the start button on their chronometer

Finish time recording:

- Each timekeeper records the finish time of each skater crossing the finish line using their chronometer
- After all skaters have crossed the finish line, each timekeeper stops the chronometer immediately

Recording times:

- Each timekeeper writes down the recorded finish times (as shown on the chronometer) on the form next to the respective number and name of the skater

- Times are recorded to 1/1000th of a second (format: mm:ss:xxx)
- Timekeepers submit the recorded times to the head timekeeper (without verbal communication of the times)

### 3. Validation of times

Comparison of recorded times. The head timekeeper compares the recorded times from all three timekeepers:

- If the recorded times are within a 1.5-second variance, the middle of the three times is recorded as the official time
- If there is a larger variance in one of the three times, it is disregarded. The average of the remaining two times is calculated and recorded as the official time

Finalizing official times:

- The head timekeeper records the official times and submits them to the competitor steward
- Times are recorded to 1/100th of a second (format: mm:ss:xx)
- The recorded times are stored as a backup and checked for consistency

### 4. Special situations

Chronometer errors or malfunctions:

- If a chronometer malfunctions or an error occurs, the timekeeper immediately notes it on the form.
- The official time is then calculated based on the remaining two chronometers

Protest and Review:

- In case of a protest or dispute over the recorded time, the time forms and chronometers are reviewed
- The jury ultimately decides on any adjustments based on the recorded data

### 5. Post-processing and reporting

Storage of time registration forms:

- All time forms are archived after the competition
- Any notes or incidents are recorded and retained for evaluation and training of timekeepers

Evaluation:

- After the competition, the recorded times and any issues are discussed to improve accuracy and cooperation for future competitions

### Important notes

Consistency and accuracy are crucial for timekeeping in the competition. Therefore timekeepers must continuously remain focused to ensure reliable results.

Ideally, this protocol is supplemented with automatic timekeeping to maximize reliability.

This protocol ensures streamlined and reliable manual time recording during shorttrack competitions with 3 timekeepers and 1 head timekeeper and is designed to minimize errors.