

ATTENTION, COMPETITION EVENT ORGANIZERS

SKATE ONTARIO IS PLEASED TO ANNOUNCE the continued availability of its four touch-screen judges scoring systems for use at Ontario competitions. These systems utilize the latest computer-based technology and the Cumulative Point Calculations that were adopted for determination of competition results by the International Skating Union and its member Federations including Skate Canada at the ISU Congress held in June 2004.

Skate Ontario is grateful for the generous support of The Trillium Foundation without whose financial help the purchase of this equipment and the training of officials on the new system would have been impossible.

The equipment will be used at competitive events held in Ontario and approved to use the CPC judges scoring system. To arrange for rental of the equipment, contact the Skate Ontario System Administrator, Margarette Wong. Certain conditions and fees apply for use of the equipment. Margarette may be reached at:

Ms. Margarette Wong
Skate Ontario System Administrator
P.O. Box 1029
Port Dover, Ontario N0A 1N0

Email: mwong@nornet.on.ca

Sections or event organizing committees wishing to reserve the equipment should contact the System Administrator. There is no other way of booking the equipment.



Please see Appendix A below for the Policies and Procedures that govern the use of the equipment. A \$200.00 per system per event fee applies for the use of the equipment and each event where the equipment is used must have a Systems Operator from Skate Ontario's approved list overseeing the set-up and use of the equipment. As of May 15, 2007 the list of approved Systems Operators is as follows:

**Skate Ontario
Approved List of Systems Operators
As at February 22, 2008**

Central Ontario

**Tom Casson
Marilyn Johnson
Irma Orzeck**

Eastern Ontario

**Gord Markham
Ruth Rideout
Donna Williams**

Northern Ontario

**Forrest Notwell
Gail Turgeon**

Western Ontario

**Jim Stevens
Margarette Wong
Peter Wong**

Apply early to reserve the system at your competition.

**John Greenwood
President – Skate Ontario**



**Skate Ontario
Procedures and Policies for Skate Ontario's Judges Scoring Systems**

General

1. All four Judges Scoring Systems are owned and controlled by Skate Ontario.
2. Skate Ontario will insure the equipment and pay for regular wear and tear maintenance of the equipment.
3. Skate Ontario will pay any extra costs associated with shipping the equipment to and from the event.
4. The Judges Scoring Systems may only be operated by Accountants on the Skate Ontario approved list of Systems Operators.
5. Equipment will not be assigned to events where there are no accountants from the approved Skate Ontario list of Systems Operators.
6. The controller notebook must only be used for the purpose of running the system and no other programs or files are to be placed on this notebook or this computer be used for any other application.
7. None of the equipment may be modified or altered without the agreement and approval of Skate Ontario.
8. The equipment may not be used or leave the Section office unless scheduled by the System Administrator.

Assignment of Equipment

9. A Skate Ontario Systems Administrator will be appointed to control and assign each Judges Scoring System. Skate Ontario has appointed Margarett Wong to be the System Administrator. She will be responsible for the control and assignment of all four Judges Scoring Systems. Margarett may be reached at the following:

**Ms. Margarett Wong
P.O. Box 1029
Port Dover, Ontario NOA 1N0**

Email: mwong@nornet.on.ca

10. Users wishing to use the equipment may apply to the Skate Ontario Systems Administrator by email or writing to schedule use of the equipment for an event.
11. Events that are not sponsored by the Section must obtain approval of their Section to use the Skate Ontario Judges Scoring System at their event.
12. One of the event accountants attending the event must be on Skate Ontario's approved list of Systems Operators.
13. Users will be required to sign a rental agreement with Skate Ontario for each and every use. This agreement will be forwarded to the user in duplicate. One copy must be signed and returned to the System Administrator.

Shipping

14. One complete system will be stored at each of the four Ontario Section offices.
15. The System Administrator will arrange for shipment of the equipment.
16. Transportation by personal vehicle is preferred – in which case, any additional mileage solely relating to the transportation of the equipment will be paid at the rate of \$0.40 per kilometer. If an official assigned to the event is transporting the equipment, the official's mileage should be charged to the event, not Skate Ontario.



Assignment Priority

17. Except for Skate Ontario events, BMo Financial Group Sectional Championships and identified major invitational events, the Judges Scoring System stored at each Section office will be given priority to events scheduled for that Section.
18. The Judges Scoring Systems will be assigned to events based on the following priority sequence:
 - a) **Skate Ontario Events**
 - i. Ontario Trillium Cup
 - ii. Trillium STARSkate Championships
 - iii. Ontario Winter Games
 - iv. Trials for Canada Winter Games
 - b) **Qualifying Events**
 - i. BMo Financial Group Sectional Championships and Sub Sectionals including snychro events (two championships can be serviced at the same time)
 - c) **Major Invitational Events**
 - i. Minto Skate (2 systems)
 - ii. Summer Sizzle (2 systems)
 - iii. Thornhill Summer Skate (2 systems)
 - iv. Autumn Skate (2 systems)
 - v. Western Ontario Fall Invitational
 - vi. Octoberfest (2 systems)
 - vii. Winterfest (2 systems)
 - viii. Festival of Stars (2 systems)
 - d) **Other Invitational Events**
 - i. Other competitions in the Section that have assigned an Accountant from the Skate Ontario authorized list of Systems Operators, have approval from their Section to use the equipment and agree to pay the user fee for the equipment may apply to use the equipment at their event. Priority will be given within each Section to larger events with a higher number of entries.

User Responsibilities

19. A user fee will be payable to Skate Ontario two weeks prior to the event. The current user fee, which is subject to change, includes the cost of shipping the equipment to and from the event and is as follows:

Qualifying Events	\$200.00 per system per event
Section Sponsored or Co-sponsored Events	\$300.00 per system per event
Club Sponsored Events	\$400.00 per system per event

The above rates will be effective January 1, 2008. Until then, the current rental fee of \$200.00 per system per event will apply.
20. Users will be responsible for loss or damage to the equipment while it is in their care, custody and control from the time the equipment leaves the Section office until it is returned.
21. The touch screens, laptop and printer must be stored in the shipping box and placed in a locked and secure room when not in use over night.
22. The authorized System Operator supervising the event will file a report after each event detailing any problems with the equipment and whether any maintenance is required to any of the equipment. The authorized System Operator will also certify that all equipment has been stored in the specially designed shipping cases and returned the appropriate Section office.

Effective: February 22, 2008

Supercedes: August 15, 2007

