



**NATIONAL BOBSLEIGH PROGRAM**

**INTERNAL NOMINATION PROCEDURES**

**FOR THE WINTER YOUTH OLYMPIC GAMES GANGWON 2024**

**FOR QUALIFYING, NOMINATING & SELECTING**  
**CANADIAN BOBSLEIGH ATHLETES TO THE**  
**CANADIAN OLYMPIC TEAM**

***PUBLICATION DATE: JAN/18/2023***

## **NATIONAL BOBSLEIGH PROGRAM 2024 YOUTH OLYMPIC GAMES INTERNAL NOMINATION PROCEDURES FOR THE WINTER YOUTH OLYMPIC GAMES GANGWON 2024**

### **PREAMBLE**

These Bobsleigh Canada Skeleton (BCS) National Bobsleigh Program (NBP) 2024 Youth Olympic Games Internal Nomination Procedures (INP) outline the processes by which BCS qualifies quota places in accordance with the International Bobsleigh & Skeleton Federation (IBSF) Bobsleigh Qualification System for Gangwon 2024 (BQS), and by which athletes become eligible and are nominated by BCS to the Canadian Olympic Committee (COC) for selection to the Canadian Olympic Team (COT) for the Winter Youth Olympic Games Gangwon 2024 (2024 YOG).

These BCS NBP INP have been designed in alignment of BCS' Mission:

***Bobsleigh CANADA Skeleton develops World and Olympic Champions.***

In keeping with BCS' Mission, fairness, equal opportunity, fielding medal potential athletes and development of NextGen athletes are the guiding principles of these BCS NBP INP.

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_

## 1. **OBJECTIVE**

In keeping with BCS' Mission and the guiding principles, the Objectives of these BCS NBP INP are:

**Primary Objective:** to nominate the maximum number of medal potential NBP athletes to the COT for the 2024 YOG.

**Secondary Objective:** to nominate BCS designated NBP NextGen athletes to the COT for the 2024 YOG to provide major games experience.

## 2. **ESTABLISHMENT of these BCS NBP INP**

The High Performance Director (HPD) has drafted these BCS NBP INP in compliance with the IBSF BQS and the COC's Team Selection Policy, and using previous policies, the COC's Guide to Drafting INPs and other relevant resources, as applicable.

The draft of these BCS NBP INP were then sent to the COC for review and comment. The HPD then reviewed and considered the comments and suggestions and edited these BCS NBP INP, as appropriate.

These BCS NBP INP were then published on the Publication Date and posted on the BCS website: <https://www.bobsleighcanadaskkeleton.ca/en/team/bobsleigh/criteria/>

## 3. **DECISION MAKING AUTHORITY**

### 3.1. **HIGH PERFORMANCE COMMITTEE (HPC)**

#### 3.1.1. **Composition of the HPC**

The HPC will be comprised of:

- HPD (Chair);
- NBP High Performance Manager; and
- NBP Head Coach.

*Note: Other technical staff and/or key personnel, as applicable, may be consulted from time to time and/or invited to participate in HPC meetings and if any named member is not available, a replacement may be designated, at the sole discretion of the HPD.*

#### 3.1.2. **Responsibilities of the HPC**

The HPC is the sport technical body that is responsible for reviewing, evaluating and discussing the relevant nomination factors to assist the HPD in making nomination(s) to the BCS NBP Selection Committee (SC), including but not limited to the following:

- the number of quota places qualified by BCS and allocated to the COC;
- the interpretation and application of these BCS NBP INP;

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_

- the pool of NBP athletes with respect to eligibility, qualification, consideration of nominations and/or identification of Substitute Non-Nominated Athletes (if applicable); and/or
- the use of discretion, if applicable, in accordance with these BCS NBP INP.

### 3.2. RESPONSIBILITIES OF THE HPD

In addition to other responsibilities of the HPD as set out herein or otherwise, the HPD is responsible for:

- interpreting and applying these BCS NBP INP;
- establishing and consulting with the HPC;
- confirming the number of quota spots qualified by BCS in accordance with the IBSF BQS;
- considering the pool of NBP athletes with respect to eligibility, qualification, and nomination;
- considering and determining whether to identify Substitute Non-Nominated Athlete(s);
- nominating eligible athletes (and identifying Substitute Non-Nominated Athletes, if applicable) to the SC for review and ratification;
- discussing and reviewing with the SC the list of eligible athletes;
- submitting the SC ratified list of nominated eligible athletes to the COC for selection to the COT for the 2024 YOG; and/or
- notifying the athletes of the confirmation of their selection by the COC to the COT for the 2024 YOG.

### 3.3. BCS NBP SELECTION COMMITTEE (SC)

#### 3.3.1. Composition of the SC

The SC will be comprised of:

- BCS Board Member (Chair);
- BCS Chief Executive Officer;
- High Performance Director;
- Athletes Representative; and
- Independent participant.

*Note: At the sole discretion of the Chair:*

- *If any named member is not available, a replacement may be designated; and*
- *Other technical staff and/or key personnel, as applicable, may be invited to participate in a portion of the SC's meeting(s).*

#### 3.3.2. Responsibilities of the SC

The SC shall review these BCS NBP INP, the nomination(s) (and identified Substitute Non-Nominated Athletes if applicable) of the HPD, any supporting information presented by the HPD and/or such other information as the SC may deem appropriate, and make such enquiries of the HPD and/or invited persons (as specified herein), in order to review such nomination(s) and to ensure that the nomination(s) are in accordance with these BCS NBP INP.

It is the responsibility of the SC to review and ratify the list of nominated eligible athletes for submission to the COC for selection to the COT for the 2024 YOG.

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_

## **4. IBSF BOBSLEIGH QUALIFICATION SYSTEM FOR GANGWON 2024**

BCS, NBP athletes and these BCS NBP INP are bound by the **IBSF Bobsleigh Qualification System – Winter Youth Olympic Games Gangwon 2024** which can be found on the IBSF website:

<https://www.ibsf.org/en/inside-ibsf/downloads>

### **4.1. 2024 YOG COT BOBSLEIGH QUOTA**

The maximum number of athletes that may be nominated to the COC for selection to the COT for the 2024 YOG is the number of quota places qualified by BCS and allocated to the COC as set out in the IBSF BQS.

### **4.2. CHANGES TO THE IBSF BQS**

These BCS NBP INP are based on the IBSF BQS as presently known and understood and on the latest information available to BCS. Any changes to the IBSF BQS may necessitate changes to these BCS NBP INP. Should such a circumstance occur, BCS will review and amend these BCS NBP INP to comply with the latest IBSF BQS. Amendments to these BCS NBP INP will be communicated directly to the affected parties by email and posted on the BCS website as soon as reasonably possible.

## **5. ELIGIBILITY**

### **5.1. IBSF ELIGIBILITY**

Only those athletes who achieve the minimum eligibility standards as set forth by the IBSF and according to the IBSF BQS may be considered for nomination by BCS to the COC for selection to the COT.

### **5.2. COT ELIGIBILITY**

In addition to being eligible according to the IBSF BQS, in order to be eligible for nomination to the COC for selection to the COT for the 2024 YOG, candidates must fulfill the following conditions:

#### **5.2.1. Athlete Acknowledgement and Acceptance Agreement Requirement:**

Those Athletes with confirmed BCS National Team Athlete Status at the time of the Publication Date of these BCS NBP INP, must within 14 calendar days of such Publication Date and notification by email, sign, submit, and comply with the *BCS 2024 YOG Athlete Acknowledgment and Acceptance Agreement*, attached as **Appendix A**.

Those Athletes whose BCS National Team Athlete Status is confirmed *after* the Publication Date of these BCS NBP INP shall, within 14 calendar days of first having such status confirmed, sign, submit, and comply with the *BCS 2024 YOG Athlete Acknowledgment and Acceptance Agreement*, attached as **Appendix A**.

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_

### **5.2.2. At The Time of Nomination to the SC:**

- Have executed and submitted in a timely manner the *BCS 2024 YOG Athlete Acknowledgment and Acceptance Agreement*, attached as **Appendix A** as per **clause 5.2.1.**;
- Have signed and submitted the *COC Athlete Agreement* and *Organising Committee of the Olympic Games (OCOG) Conditions of Participation Form* no later than the **December 1<sup>st</sup>, 2023** COC Registration Requirements deadline;
- Be a member in good standing of BCS with current National Team Athlete status, including but not limited to having a valid fully executed BCS Athlete Agreement, have paid all outstanding fees owing to BCS; and fulfilling such other associated membership and National Team Athlete status obligations as may be required from time to time;
- Confirm, if requested, to the satisfaction of BCS, as set out in **clause 8.** herein, health and fitness;
- Be recognized by law as a Canadian Citizen (Rule 41 of the Olympic Charter);
- Be in possession of a Canadian Passport valid until at least **August 1<sup>st</sup>, 2024** (6 months beyond the end of the 2024 YOG); and
- Be in compliance with all relevant IBSF, COC and International Olympic Committee (IOC) requirements & policies for eligibility to compete representing Canada at the 2024 YOG.

## **6. NBP 2024 YOG NOMINATION CRITERIA & PROCESS**

### **6.1. BCS NBP QUALIFICATION PERIOD**

The BCS NBP 2024 YOG qualification period (NBP-QP) shall be:  
**July 1<sup>st</sup>, 2023 to December 10<sup>th</sup>, 2023.**

### **6.2. NOMINATION PROCESS**

Upon completion of the NBP-QP and in accordance with the number of quota places qualified by BCS and allocated to the COC as set out in the IBSF BQS, **clause 4.**, per discipline, in accordance with the responsibilities set out in these BCS NBP INP, the HPD shall, following consultation with the HPC, nominate the following eligible athletes to the SC:

#### **6.2.1. Bobsleigh Pilot Nomination**

Bobsleigh Pilots for the Men's Monobob (MMB) and Women's Monobob (WMB) disciplines shall be nominated according to **Table 1** below;

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_

MMB & WMB DISCIPLINES		DESIGNATION OF QUOTA PLACES PER DISCIPLINE		
		Quota Place #1	Quota Place #2	Quota Place #3
NUMBER OF QUOTA PLACES QUALIFIED PER DISCIPLINE	If Three (3) Places Qualified	Designated to the highest ranked eligible athlete based on the <i>2023-24 IBSF Youth Olympics Ranking List</i> , per discipline.	Designated to the second highest ranked eligible athlete based on the <i>2023-24 IBSF Youth Olympics Ranking List</i> , per discipline.	Designated to any eligible athlete at the sole discretion of the HPC in accordance with these BCS NBP INP, otherwise designated to the third highest ranked eligible athlete based on the <i>2023-24 IBSF Youth Olympics Ranking List</i> , per discipline.
	If Two (2) Places Qualified		Designated to any eligible athlete at the sole discretion of the HPC in accordance with these BCS NBP INP, otherwise designated to the second highest ranked eligible athlete based on the <i>2023-24 IBSF Youth Olympics Ranking List</i> , per discipline.	
	If One (1) Place Qualified			

Table 1

### 6.2.2. Bobsleigh Pilot Tie Breaker

In the event of a tie in pilots' ranks in the respective 2023-24 IBSF Youth Olympics Ranking List, the tie will be broken according to the IBSF BQS. If this does not determine a clear winner, the HPC shall use discretion to break the tie in accordance with these BCS NBP INP.

### 6.2.3. Substitute Non-Nominated Athlete Identification

The HPC may, at its sole discretion in accordance with these BCS NBP INP, identify up to one (1) eligible men's and women's pilot(s) respectively, as Substitute Non-Nominated Athletes.

For the avoidance of doubt, an athlete identified as a Substitute Non-Nominated Athlete is not nominated to the COC for selection to the COT unless and until such athlete is chosen to replace a nominated athlete as set out in **clause 10**.

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_

### **6.3. BCS REVIEW & RATIFICATION**

Following the nomination(s) from the HPD, the SC will convene, review and ratify the nomination(s) and/or identified Substitute Non-Nominated Athlete(s) (if applicable) in accordance with its responsibilities as set out in these BCS NBP INP.

If for any reason, the SC does not ratify the list of nominated athletes, the SC shall return the matter to the HPD for re-consideration and re-nomination to the SC for ratification.

For the avoidance of doubt, the HPD may amend the list of nominated athlete(s) and/or identified Substitute Non-Nominated Athlete(s), with or without consultations of the HPC, throughout the review process until such time as the nomination(s) are ratified by the SC.

### **6.4. COT SELECTION NOMINATION(S)**

Following ratification of the nomination(s) by the SC, the HPD will submit the ratified nomination(s) to the COC, no later than the **December 18<sup>th</sup>, 2023** COT Nomination deadline, for selection to the COT for the 2024 YOG.

### **6.5. COT SELECTION CONFIRMATION**

Upon receipt of confirmation of selection to the COT from the COC, the HPD will inform the athletes in writing via email with the nomination(s) ratified by the COC for selection to the COT for the 2024 YOG.

## **7. BCS DISCRETION**

### **7.1. CIRCUMSTANCES**

BCS, including but not limited to the HPD, HPC and/or the SC may use its discretion in interpreting and applying these BCS NBP INP, as well as in the event of the following non-exhaustive circumstances:

- a) Injury or long term sickness resulting in missed competitions and/or other events within the NBP-QP;
- b) In the event of a tie that is not broken by **clause 6.2.2.** herein;
- c) "Acts of God" - adverse weather conditions or other external factors resulting in modified or cancelled competitions and/or other events;
- d) "IBSF Rulings" - decisions made by the IBSF which impact the nations rankings, athlete results and/or qualification standards;
- e) as set out in these BCS NBP INP; and/or
- f) Such other circumstances and/or events that in the determination of the HPD, HPC and/or SC, as appropriate, warrants the use of discretion.

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_



## **7.2. FACTORS TO BE CONSIDERED**

In the event BCS uses discretion, the HPD and/or HPC and/or SC may consider all relevant factors achieved within the NBP-QP including but not limited to the following Performance Indicators:

- Athletic Testing results;
- Ice House Push Testing and/or Push Evaluation results;
- Competition Season Push Evaluation results;
- International Competition results;
- IBSF rank(s);
- Competitive Readiness, as defined in **clause 8.**; and/or
- Sliding competency including but not limited to demonstrated driving knowledge and skill, pushing and loading technique, riding position and/or other related technical proficiencies contributing to optimal start and on track speeds.

For the avoidance of doubt, no particular factor, including but not limited to the Performance Indicators will be determinative in the use of discretion and other factors may be considered as deemed appropriate in the circumstances.

## **8. INJURY / ILLNESS / COMPETITIVE READINESS**

Throughout the NBP-QP, nomination process and while a member of the COT, athletes are required to maintain Competitive Readiness and to immediately report any injury, illness, or change in training that could affect their ability to compete at their highest level at the 2024 YOG. Notification detailing such injury, illness or change in training must be sent in writing to the HPD and BCS NBP YOG Team Leader, as applicable, without delay.

“Competitive Readiness” is defined as: the ability of the athlete to achieve equal or superior performance(s) onsite at the 2024 YOG, as compared to the performance(s) the athlete achieved during the NBP-QP.

All athletes may, at the BCS Team Physician’s and/or the HPD’s discretion, have their health status assessed by the BCS Team Physician or designate.

The final decision on Competitive Readiness will be made by the HPD, in his/her sole discretion, in consultation with the HPC, using such available information as the HPC deems appropriate, including but not limited to: performance results and progress throughout the NBP-QP, the suitability of the training, fitness and other Competitive Readiness indicators, submitted medical documentation, consultation with relevant personnel, and/or any other relevant performance related information.

Athlete’s Parent/Legal Guardian’s initials: \_\_\_\_\_

### **8.1. Injury, Illness & Not Competitive Ready PRIOR TO Nomination to the SC**

In the event that an athlete is deemed injured, ill or not Competitive Ready prior to the nomination by the HPD to the SC, the HPD, in consultation with the BCS Team Physician and such other persons as the HPD may deem appropriate in the HPD's sole discretion, shall determine whether the athlete will be sufficiently recovered to compete at their highest level at the 2024 YOG in order to warrant the athlete's nomination.

Injured, ill or not Competitive Ready athletes may, at the HPD's sole discretion, be subject to a proof of fitness and/or Competitive Readiness test to be determined by the HPD, in consultation with HPC. This test will consist of a controlled performance such as a competition or observed test with a predetermined expected outcome. These athletes will not travel with the team until this requirement has been satisfied.

### **8.2. Injury, Illness & Not Competitive Ready AFTER Nomination to the SC**

In the event that an athlete is deemed injured, ill or not Competitive Ready after the athlete's nomination is ratified by the SC, but prior to the athlete's nomination being ratified by the COC for selection to the COT for the 2024 YOG, the SC shall make itself available to reconsider the nomination(s) in light of the injury or illness.

## **9. ATHLETE REMOVAL from the COT**

Athletes may be removed from the COT at any time, for reasons including, but not limited to:

- a) Inability to maintain Competitive Readiness, because of injury, illness or other reasons;
- b) Failure to immediately report any injury, illness, or change in training that could affect their ability to compete at their highest level;
- c) Failure to adhere to all WADA, CCES, and COC anti-doping protocols, policies and procedures including participation in out of competition testing as required by WADA, CCES, and COC Rules; and/or
- d) where an athlete is found to have breached the BCS Athlete Agreement and/or an associated policy(ies), including but not limited to the BCS Athlete Code of Conduct and/or COC, IBSF and/or IOC policies.

For the avoidance of doubt all disciplinary proceedings shall be conducted in accordance with the BCS Athlete Agreement and other relevant BCS policies, available on the BCS website: <https://www.bobsleighcanadaskelton.ca/en/team/policies/>

Any athlete removals and/or replacements from the COT following the **December 18<sup>th</sup>, 2023** COT Nomination deadline are subject to the approval of the COC Team Selection Committee, as applicable.

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_

## **10. ATHLETE REPLACEMENT**

### **10.1. *After COT Nomination Deadline Before Gangwon 2024 Sport Entries Deadline***

Should a nominated athlete, at any time between the **December 18<sup>th</sup>, 2023** COT Nomination deadline and the **January 5<sup>th</sup>, 2024** Gangwon 2024 Sport Entries deadline, decline his or her nomination or be unable to compete for reasons including but not limited to those set out in **clause 9.** and/or other unforeseen circumstances, the HPD, may at his/her sole discretion, in consultation with the HPC, replace that athlete with a Substitute Non-Nominated Athlete, subject to the approval of the COC Team Selection Committee.

### **10.2. *After Gangwon 2024 Sport Entries Deadline Before First Team Captains' Meeting***

Should a nominated athlete, at any time between the **January 5<sup>th</sup>, 2024** Gangwon 2024 Sport Entries deadline and the **First Team Captains' Meeting** for the relevant discipline, be unable to compete for reasons including but not limited to those set out in **clause 9.** and/or other unforeseen circumstances, the HPD may, at his/her sole discretion, in consultation with the HPC, replace that athlete with a Substitute Non-Nominated Athlete subject to the 'IOC/Gangwon Late Athlete Replacement Policy' and IBSF regulations.

### **10.3. *After First Team Captains' Meeting***

Should a nominated athlete, after the **First Team Captains' Meeting** for the relevant discipline, be unable to compete for reasons including but not limited to those set out in **clause 9.** and/or other unforeseen circumstances, the HPD may, at his/her sole discretion, in consultation with the HPC, replace that athlete with a Substitute Non-Nominated Athlete subject to the 'IOC/Gangwon Late Athlete Replacement Policy' and IBSF regulations.

## **11. INTERPRETATION**

These BCS NBP INP shall be interpreted in a purposeful manner in order to give meaning to the intention and Objectives and in the context of BCS's Mission as set out herein.

In the event of ambiguity, omission or lack of clarity in these BCS NBP INP and/or related processes, a final and binding decision or determination will be made by BCS, including but not limited to the HPD, HPC and/or SC, as appropriate, in its sole discretion.

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_

## **12. CHANGES to these BCS NBP INP**

BCS may, from time to time, amend or update these BCS NBP INP in accordance with the requirements of the IBSF, COC, IOC and/or any other unforeseen circumstance in accordance with the terms and conditions of these BCS NBP INP.

Such changes must be reasonably justifiable in accordance with fundamental principles of natural justice and procedural fairness.

In the event of a change to these BCS NBP INP, BCS shall inform the COC of the changes and the reasons for those changes as soon as reasonably possible. Such changes shall be notified to the affected parties in writing and posted on the BCS website as soon as reasonably possible.

This clause shall not be used to justify changes after a competition or trials that formed part of these BCS NBP INP unless it is related to an unforeseen circumstance(s).

## **13. UNFORESEEN CIRCUMSTANCES**

In the event of unforeseen circumstances beyond the control of BCS that prevent the SC from fairly implementing these BCS NBP INP as written, the HPD, HPC and/or SC, as appropriate, shall have full discretion to resolve the matter as they see fit, taking into account factors and circumstances that they deem relevant.

## **14. ON-SITE AT THE YOUTH OLYMPIC GAMES**

Once the nominations are accepted by the COC, all athletes selected to the COT will have equal status as qualified COT members.

The designated BCS NBP YOG Team Leader shall, in consultation with the HPC, have authority for changes to an Athlete's COT status including, but not limited to athlete removal decisions.

## **15. APPEALS**

Any dispute in relation to these BCS NBP INP shall be conducted in accordance with the BCS Appeals Policy available on the BCS website:

<https://www.bobsleighcanadaskelton.ca/en/team/policies/>

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_

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**APPENDIX 'A'  
BCS 2024 YOG ATHLETE ACKNOWLEDGEMENT AND ACCEPTANCE AGREEMENT**

I, \_\_\_\_\_, (Athlete's Name), a member in good standing of Bobsleigh Canada Skeleton (BCS) with current National Team Athlete status hereby acknowledge and confirm that:

- 1) I have read, understood and accept these BCS NBP INP established by BCS including the IBSF BQS established by the IBSF;
- 2) I accept and acknowledge that these BCS NBP INP were appropriately established;
- 3) I agree to be bound by the terms and conditions of these BCS NBP INP;
- 4) I accept that these BCS NBP INP will be applied in the sport of Bobsleigh for the qualification of quota places by BCS according to the IBSF BQS, eligibility for nomination of athletes to the COC by BCS and confirmation of nominations of athletes to the COC by the COC;
- 5) I understand that changes may occur to these BCS NBP INP and that such changes shall be notified to me via email and posted on the BCS website as soon as reasonably possible.
- 6) I understand that an athlete's right of appeal with respect to these BCS NBP INP must be made in accordance with **clause 15.** of these BCS NBP INP; and
- 7) I understand that the Olympic Charter grants the COC exclusive jurisdiction over the naming of athletes who will represent Canada at the Youth Olympic Games.

\_\_\_\_\_  
Athlete's Name  
(Please Print)

\_\_\_\_\_  
Athlete's Parent/Legal Guardian's Name  
(Please Print)

\_\_\_\_\_  
Athlete's Parent/Legal Guardian's Signature

\_\_\_\_\_  
Date

Athlete's Parent/Legal Guardian's initials: \_\_\_\_\_