
TECHNICAL BULLETIN #7

TO: CLUB PRESIDENTS, MEET COORDINATORS, AND RECORDERS
FROM: DENNIS DUGGAN, VICE PRESIDENT,
TECHNCIAL PROGRAMS ADMINISTRATION
SUBJECT: COMPETITION RACING NUMBERS
DATE: 10/31/03
CC: BOARD OF DIRECTORS, IAN HENNIGAR, SUSAN COOK

This memorandum is being issued to describe, for all parties concerned, the purpose for the competition racing number (**helmet cover #**) with respect to the running of our competition software program and to outline the procedure for registering for competitions in the future. This is designed to establish a consistent and simplified approach in this regard for all competitions and thus minimize, to the extent possible, errors and oversights in this process.

The competition racing number, as provided on the helmet cover, serves to identify the skater throughout his or her competitive life in OSSA short track competitions. Through the use of the helmet number, we are able to track and keep current statistical data in our database regarding the skater. The number is the identifier that ensures that information such as seed times are accurate. As such, it is critical that once a number is assigned to a skater that that specific number remains assigned to that skater as long as that skater is competing in OSSA sanctioned competitions. It must not change from year to year. Once a skater ceases to skate and is, thus, no longer a member of the club that number may be reassigned to a new member of the club or be held in reserve if a no new skater is available.

In any event, it is essential that this information be communicated to the administrator of the database and the chief technical advisor on the competition software, Susan Cook, prior to the start of the skating season.

When this system was introduced several years ago, clubs were assigned blocks of numbers and individual skaters were assigned a unique number within each club's allotment. Subsequently, the allotment of numbers to each club has been increased or new allotments have been made to new clubs.

We are at a point, however, where it is evident that there is a lack of control on outstanding numbers that have been assigned already to clubs. Although, we have proceeded to purchase an additional stock of numbers again this season, this situation cannot continue. The costs related to the distribution and management of the helmet covers need to be controlled. Also, the current state with respect to the use of the helmet numbers poses a threat to the integrity of the database.

As a consequence of these concerns, inventory control measures are being introduced that will ensure greater accountability, for the numbers assigned, by the Clubs and ultimately by the skaters themselves.

As such, the Association will, henceforth, effective the date of this Bulletin, provide new helmet covers to Clubs at a cost of **\$15.00** per helmet cover. This represents OSSA's cost of purchasing new covers. This will apply to new allotments and replacements for already issued numbers.

The use of the helmet number is an integral part of the meet registration procedure. Hence, a related Memorandum will articulate the registration procedure that is to be followed for all OSSA sanctioned competitions

If you have any questions related to the Memorandum itself, please contact the OSSA Office either by phone or e-mail.