



WORLD MASTERS ORIENTEERING CHAMPIONSHIPS IN THE YEAR 2018

Guidance notes for applicants

I. Introduction

The World Masters Orienteering Championships (WMOC) are organised each year.

All IOF member Federations are hereby invited to submit to the IOF an application to host the World Masters Orienteering Championships in the year 2018. Applications for WMOC 2018 shall reach the IOF Office by 1st January 2015.

II. General information

The World Masters Orienteering Championships programme includes the following five races: two Long Distance qualification races, a Long Distance final, a Sprint qualification and a Sprint final.

The applicants are asked to acquaint themselves with the World Masters Orienteering Championships Guidelines and the WMOC sections in the Competition Rules for IOF Foot Orienteering Events. Both documents can be found on the IOF website, www.orienteeing.org.

III. Event dates

Dates for IOF events are decided according to the priority orders identified in the IOF policy on conflicting event dates document (available on the IOF website). Notice that the following event will take precedence over WMOC 2018 when dates for season 2018 events are approved:

- World Orienteering Championships 2018 (Latvia)

It is also strongly recommended that World Masters Orienteering Championships are not organised during or less than 2 days before/after major traditional multiday events (O-Ringen, FIN5, Swiss 6-days, Scottish 6-days).

IV. Sanction fee to be paid for the WMOC organising rights

There is an application fee of 2,000 EUR which applies to all WMOC 2018 bids (not only those shortlisted). This fee shall be paid by the application deadline of 1st January 2015.

In accordance with the Competition Rules for IOF Foot Orienteering Events, the IOF Council has taken the decision to impose a levy on the event. This compulsory fee shall be paid to the IOF to obtain the organising rights for the event. The fee applicable to the 2018 WMOC is 60,000 EUR + 12 EUR per participant. The fee includes full sponsorship rights.

V. Evaluation and appointment

A shortlist of applicants will be drawn up by the IOF, and their applications will be evaluated in detail via an IOF assessment visit during the first half of 2015, during which all aspects of the application will be inspected. Copies of the evaluation criteria used by the IOF Foot Orienteering Commission and the evaluation report form can be found appended to this document.

Appointment of the WMOC organiser is normally made by the IOF Council during the following WOC week. The preliminary event dates will be decided in conjunction with the appointment.

VI. Further information and advice

The IOF Foot Orienteering Commission (FOC) and the IOF Office are prepared to offer guidance on all aspects of organising the World Masters Orienteering Championships.

Appendices:

APPENDIX 1: IOF Foot Orienteering Commission's evaluation criteria for WMOC bids

APPENDIX 2: WMOC candidate evaluation report form



APPENDIX 1: IOF Foot Orienteering Commission's evaluation criteria for WMOC bids

Criterion	Commentary (please bear in mind that different criteria have different weightings in the assessment)
Concept	Includes proposed event dates, and structure of the proposed event venues (e.g. proximity of event venues to event centre).
Forest terrain	WMOC currently has 3 forest races: two qualification and one final race for the long distance event. Please bear in mind, that an area which is physically difficult but technically challenging (e.g. the WOC 2011 long distance terrain in France) is more suitable for a WOC than for a WMOC, where 'technical but enjoyable' terrain is optimal.
Sprint terrain	WMOC currently has 2 sprint races: sprint qualification and final. Access to high quality sprint areas is critically important to WMOC. With up to 5,000 competitors expected, crowd management should also be taken into account. The terrain should be as technical as possible.
Arena suitabilities	The suitability of proposed arenas is evaluated with regard to size, location, accessibility, etc. WMOC requires either a large capacity for parking near the arena or a good public transport/shuttle system.
Accommodation	The applicant has to be able to accommodate up to 5,000 people within an hours drive from the venues. The applicant should have access to different standards of accommodation in a wide price range – from 4-5 star hotels to very basic accommodation. Rough prices of different standards of accommodation should be provided.
Local tourism	WMOC competitors put terrain and competition as their top priority, but tourism is next on the list. There should be a good variety of activities and tourism interests in the locality
Organisational ability	The applicant federation's and local applicant's previous track record on national and international major event organisation.
Local support	Refers to support from local authorities and other external bodies/individuals important to the success of the event (e.g. land owners/managers)
Climate and environmental	Includes consideration of climate (with excessively hot, cold or wet climates at the proposed event times being a negative), as well as the elevation of proposed event areas.
Local costs	General cost level of the applicant country.
English spoken (language skills of organisation)	It is very important that at least a substantial subset of key officials are able to communicate effectively with the SEA and other IOF representatives
English spoken (general population)	General ability of the population to communicate in English.
Broadcasting and communications	The availability of communications to proposed arena locations is an important matter. This includes mobile phone coverage and the ability to produce online results (internet access at the arena).
Safety, security and health risks	While it is highly unlikely that an orienteering event has sufficient profile to present a specific security risk in the way that, for example, an Olympic Games or FIFA World Cup does, those associated with the event are still exposed to risks which exist generally in the region where the event is taking place (e.g. crime, political instability). Health risks (e.g. disease risk, unsafe drinking water) may also be considerations. It should also be noted that the safety/security situation may change significantly (either positively or negatively) between the allocation of the event and the date of the event taking place.
Transport to event centre and to venues	Good transport links to the event centre and from the event centre to each race arena are important. The organiser should be prepared to offer transport (at the expense of users) to participants and spectators, although experience suggests that uptake is likely to be low at WMOC. This is important at events held in countries where road conditions are such that participants may be reluctant to drive.
Entry procedures/ visas	Any IOF event should be able to be accessed by participants from any IOF member country. Visa procedures which make it difficult or impossible for competitors for some countries to attend, or which require unacceptably long lead times for applications, are a significant negative for the event. This should be viewed from the perspectives of all likely participant countries.



APPENDIX 2: WMOC candidate evaluation report form

**WMOC [year] candidate: [city, nation]
Evaluation report**

This report is based on a visit to [city] on [dates]

Federation:

Name and title of responsible English-speaking contact person:

Address:

Phone:

Email:

Organiser's experience

The applicant's recent experience in organising major orienteering events:

Date

Preferred date or period:

Reason for proposing this period:

Venue

Proposed host town for Event Centre: *Short description*

	Name	Means of transport to event centre	Distance and time of transport to event centre
Nearest international airport			
Nearest railway station			

Programme

Description:

Assessment:



Local Distances

Distances between Event Centre and planned competition arenas:

Sprint Q:	<i>Name, distance, travel time from Event Centre, parking areas and parking capacity</i>
Sprint F:	<i>As above</i>
Long Q:	<i>As above</i>
Long F:	<i>As above</i>
Model events:	<i>As above</i>

Accommodation

Description of accommodation concept:

- *Assessment of locations in relation to Event Centre, communications.*
- *Assessment of options in different categories (capacity, price levels).*
- *Assessment of room standards (size and standards) in different categories.*
- *Other accommodation possibilities, e.g. camp sites, floor space*

Tourism

What tourism possibilities are there?

Will the organisers provide tourism packages?

Places for ceremonies

Description of concept:

- *Opening ceremony, eventual prize-giving ceremonies, banquet.*

Transportation

How will competitors get to the race arenas?

- *Assessment of price levels and accessibility*

Terrains and Maps

Description of concept:

- *Detailed description per proposed terrain with assessment of relevance for intended discipline format*
- *Land access situation and land ownership structure*
- *Description of plans for mapping per terrain*

Arenas

Description of concept:

Description of each proposed arena with assessment of

- *Capacity*
- *Spectator friendliness*



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- *Ground structure*
- *Location in relation to surrounding terrain*
- *Course planning aspects]*

Media service

Description of concept:

Supporting events

Description of concept:

- *Plans for spectator races etc.*

Support

State authorities:

Regional and local authorities:

Other support:

Sponsor- and partnerships:

Names and roles of persons present at the presentation meeting:

Economy, budget

- *Budget outline, turnover*

Evaluation

Positive Aspects	Weak Points / Potential Problems
<ul style="list-style-type: none">•••••••••	<ul style="list-style-type: none">•••••••••

Date and times of visit:

Evaluation made by:

The following persons from the applicant acted as hosts: