

International Military Sports Council

Canada

## INVITATION FILE

49th WORLD MILITARY MARATHON CHAMPIONSHIP



26 - 29 MAY 2017  
OTTAWA, CANADA

CISM

“Friendship through Sport”



Canadian Armed Forces Sports  
4210 Labelle Street  
Ottawa, Ontario, Canada K1A 0K2

To: See Distribution List

Subject: 49th World Military Marathon Championship 2017

Date: 3 November 2016

On behalf of the Canadian Armed Forces and the Canadian Forces Moral and Welfare Services, it is with great pleasure that Canada is hereby inviting your Nation to participate in the 49<sup>th</sup> World Military Marathon Championship which will be held in Ottawa, Ontario, Canada, from 26-30 May 2017.

This invitation includes all necessary administrative details, schedules and deadlines. It is our sincere wish that your delegation will be able to participate in this event.

FRIENDSHIP THROUGH SPORT

Sincerely,

Commodore Sean N. Cantelon  
Canada CISM Chief of Delegation

Enclosed:

- Distribution List
- Program
- General Information
- Annex 1 - Preliminary Agreement
- Annex 2a - Final Entry
- Annex 2b - Final Entry - Composition of Mission
- Annex 2c – Commitment by the Chief of Mission



## A. Distribution List

### CISM Governing Bodies:

- The President of CISM
- The Official CISM Representative
- The CISM Vice-President for Americas
- The CISM Secretary General
- The Chief of Liaison Office for Americas
- The President and Members of the CISM Track and Field and Cross Country Committee
- The Representatives of the CISM Partners and Sponsors
- The Chiefs of Delegation of the following CISM Member Countries (in English alphabetical order):

01	Afghanistan	35	D.P.R. Korea	69	Kyrgyzstan	103	Qatar, State
02	South Africa	36	Ivory Coast, R.	70	Kuwait, State	104	Central African R.
03	Albania, R.	37	Croatia, R.	71	Lesotho	105	Dominican R.
04	Algeria, R.P.D.	38	Denmark, Kingdom	72	Latvia	106	Czech R.
05	Germany, F.R.	39	Djibouti, R.	73	Lebanon, R.	107	Romania
06	Angola, R.	40	Egypt, Arabic R.	74	Libyan Arab Jamahiriya	108	Russia, F.
07	Saudi Arabia, Kingdom	41	United Arab Emirates	75	Lithuania, R.	109	Rwanda, R.
08	Argentina, R.	42	Ecuador	76	Luxembourg, G.D.	110	Senegal, R.
09	Armenia	43	Eritrea	77	Former Yugoslav Republic of Macedonia	111	Serbia
10	Austria, R.	44	Spain, Kingdom	78	Madagascar, R.	112	Sierra Leone, R.
11	Azerbaijan	45	Estonia, R.	79	Malawi	113	Slovakia, R.
12	Bahrain, Kingdom	46	USA	80	Mali, R.	114	Slovenia, R.
13	Bangladesh	47	Finland, R.	81	Malta	115	Sudan, R.
14	Barbados	48	France, R.	82	Morocco, Kingdom	116	Sri Lanka, R.
15	Belarus	49	Gabon, R.	83	Mauritania, Islamic R.	117	Sweden, Kingdom
16	Belgium, Kingdom	50	Gambia, R.	84	Monaco, Principality	118	Switzerland, C.
17	Benin, R.	51	Georgia, R.	85	Mongolia, State	119	Suriname, R.
18	Bolivia, R.	52	Ghana, R.	86	Montenegro	120	Swaziland, Kingdom
19	Bosnia Herzegovina	53	Greece, R.	87	Myanmar	121	Syrian Arab R.
20	Botswana, R.	54	Guatemala, R.	88	Namibia	122	Tanzania, United R.
21	Brazil, F.R.	55	Guinea, R.	89	Niger, R.	123	Chad, R.
22	Bulgaria, R.	56	Guinea-Bissau, R.	90	Nigeria, F.R.	124	Thailand, Kingdom
23	Burkina Faso	57	Equatorial Guinea, R.	91	Norway, Kingdom	125	Togo, R.
24	Burundi, R.	58	Hungary, R.	92	Oman, Sultanate	126	Trinidad & Tobago
25	Cameroon, R.	59	India, R.	93	Uganda, R.	127	Tunisia, R.
26	Canada	60	Indonesia	94	Uzbekistan	128	Turkey, R.
27	Cape Verde, R.	61	Iran, Islamic R.	95	Palestine	129	Ukraine
28	Chile, R.	62	Iraq	96	Pakistan, Islamic R.	130	Uruguay, Eastern R.
29	China, P.R.	63	Ireland, R.	97	Paraguay, R.	131	Venezuela, B.R.
30	Cyprus, R.	64	Italy, R.	98	Netherlands, Kingdom	132	Vietnam, R.
31	Colombia, R.	65	Jamaica	99	Peru, R.	133	Yemen, R.
32	Congo, R.	66	Jordan, H. Kingdom	100	Philippines	134	Zambia, R.
33	Korea, R.	67	Kazakhstan, R.	101	Poland, R.	135	Zimbabwe, R.
34	D.R. of Congo	68	Kenya	102	Portugal, R.		



## B. General Program of the Championship

Date	Activity
Friday 26 May	<ul style="list-style-type: none"><li>• Arrival of Participants</li></ul>
Saturday 27 May	<ul style="list-style-type: none"><li>• Preliminary and Technical Meeting</li><li>• Orientation to Race Course</li><li>• Opening Ceremony</li></ul>
Sunday 28 May	<ul style="list-style-type: none"><li>• Competition</li><li>• Award and Closing Ceremony/Banquet</li></ul>
Monday 29 May	<ul style="list-style-type: none"><li>• Departure of all Participants</li></ul>

## C. Composition of the Mission

Chief of Mission	1
Ad Libitum or Team Captain	1
Coach	1
Male athletes	4
Female athletes	4
<b>Total</b>	<b>11</b>

- a) No additional member(s) may be included in the mission without prior approval of the Organizers.
- b) CISM Track and Field Sports Committee members will not count against their nation's composition of the mission.
- c) All athletes must be military personnel on full active duty in the Armed Forces of their respective nations (art. 7.21, item A of the CISM Regulations). Participation of inactive member nations is not authorized (art.7.24 of the CISM Regulations). All of the participants are asked to present the following documents upon registration:
  - i. Military identification card;
  - ii. Passport

## D. Access to the Location of the Competition

- a) The competition will take place in Ottawa, located in the province of Ontario, Canada.
- b) The travel cost to the host country and respective return will occur under the responsibility of the participating country.
- c) Teams must arrive at the Ottawa International Airport (YOW). Delegations will be welcomed at the airport by the host site coordinators and then transported to the site of the competition and accommodations.



#### E. Conditions of Stay

- a) Board and lodging shall be provided for all participants, as well as transport for all CISM related events at the expense of the organizer.
- b) Participants will be required to pay extra expenses such as telephone calls, laundry, travel to non-event related locations (taxi) and additional food and beverages.
- c) Any cost before the foreseen arrival date and/or after the departure date must be covered by the participants.
- d) Nations arriving before 26 May 2017 and departing after 29 May 2017 will be responsible for all expenses incurred during the period outside the official competition dates. CISM Officials such as the Official CISM Representative (OCR), CISM Track and Field Sports Committee members and other authorized representatives are authorized to arrive on 24 May 2017.
- e) In accordance with the Statues and traditions of CISM, any political or and religious action during the competition, in particular the dissemination of propaganda documents, pictures, clothing, brochures, reviews etc., is strictly forbidden. Any contravention will result in immediate exclusion and deportation of such nation.
- f) Additional persons will not be accepted without official written permission of the Organizers. The costs for board and lodging are at their own expense.
- g) The Organizers will provide medical assistance to the participants for the duration of the event which includes first aid and transportation to the hospital. However, the Organizers are NOT responsible for:
  - i. Hospitalizations;
  - ii. Surgical operations or other special treatments;
  - iii. Repatriation in case of death;
  - iv. Other expenses incurred due to illness and/or accident such as compensation for loss of income, etc.
- h) To cover the above-mentioned risks, participants must arrange sufficient insurance in their home countries and this insurance must be valid in Canada. A copy of the insurance certificate and policy must be provided to the Organizers if requested.

#### F. Regulations of the Championship

- a) The event will be governed according to the IAAF Regulations and the CISM Specific Regulation for Marathon (Edition May 2009).

#### G. Anti-doping

- a) Anti-Doping tests will be conducted in accordance with the CISM Regulations – Chapter IX, CISM Anti-Doping Rules, the concerned CISM Sports Regulations, the concerned International Federation Rules, and all WADA rules, mainly the World Anti-Doping Code, and the International Standard for Testing.
- b) At least four (4) anti-doping control tests (urine) shall be conducted during the CISM Marathon World Championship as determined by the CISM Anti-Doping Commission and in accordance with the CISM Track and Field Sport Regulations. These procedures will follow the concerned CISM Test Distribution Plain (TDP).
- c) Tests will be performed according to the latest WADA Anti-Doping Code and Procedures and administered by the Canadian Center for Ethics in Sports (CCES).



- d) In case an athlete has a Therapeutic Use Exemption (TUE), the athlete's Chief of Delegation should send the TUE to the CISM General Secretariat at least 30 days before the Opening Ceremony to ensure that the application is approved for use of the prohibitive substance. This TUE will be submitted to the TUE Commission to analysis and further approval.

#### H. Uniform

- a) Service Uniforms (Summer Dress) are mandatory for opening and closing ceremonies.  
b) Sport attire marked with country name may be worn outside ceremonial events.

#### I. Customs and visa procedures

- a) It is highly recommended that each participating nation contacts the Canadian Embassy in their respective country for specific information regarding to entry procedures and VISA information into Canada. Failure to do so may cause refused entry into Canada.  
b) An Electronic Travel Authorization (eTA) may be required for entry into Canada. Find out if you need an eTA at: <http://www.cic.gc.ca/english/visit/visas.asp>.

#### J. Weather conditions

- a) At the end of May, temperature in Ottawa can range from as high as 21°C to as low as 10°C.

#### K. Deadlines for Agreements

- a) Preliminary Agreement (Annex1): to be submitted before **01 FEBRUARY 2017**  
b) Final Entry (Annex2a) to be submitted before **01 APRIL 2017**  
c) Composition of the mission (Annex2c) to be submitted before **01 APRIL 2017**  
d) Commitment by the Chief of Delegation (Annex3) to be submitted before **01 APRIL 2017**  
e) Any nation withdrawing from participation after submitting Annex 2a and who fails to notify the Organizing Committee accordingly will be held responsible for all related costs incurred by the Organizers.

#### L. Correspondence

- a) Any correspondence can be forwarded to the following addresses:

Mr. Denis Gaboury Canadian Armed Forces Sports 4210 Labelle Street Ottawa, Ontario, Canada K1A 0K2 Ph: +1 613-995-7605 <a href="mailto:denis.gaboury@forces.gc.ca">denis.gaboury@forces.gc.ca</a> <a href="mailto:gaboury.denis@cfmws.com">gaboury.denis@cfmws.com</a>	Ms. Christine Charron Canadian Armed Forces Sports 4210 Labelle Street Ottawa, Ontario, Canada K1A 0K2 Ph: +1 613-995-7031 <a href="mailto:christine.charron@forces.gc.ca">christine.charron@forces.gc.ca</a> <a href="mailto:charron.christine@cfmws.com">charron.christine@cfmws.com</a>
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Conseil International du Sport Militaire  
49<sup>th</sup> World Military Marathon Championship 2017  
26-29 May 2017 - Ottawa, Canada



#### M. Additional Items and Information

- a) Chiefs of Missions are kindly requested to bring along the following items:
  - i. One CD with National anthem
  - ii. One national flag (1.5m x 2.5m)
  - iii. Gift (optional) for Chief of Mission Gift exchange
- b) Any special dietary needs should be conveyed in advance in order to ensure that it is catered for.
- c) Water bottles are not necessary as the water from taps is safe for human consumption.
- d) The local currency is the Canadian Dollar.
- e) There is no spouse program scheduled.
- f) For detailed information on the Ottawa Marathon (course map, elevation, etc.), visit the website:  
[www.runottawa.ca](http://www.runottawa.ca)



**ANNEX 1**

**PRELIMINARY AGREEMENT**

To be returned by: **01 FEBRUARY 2017**

To: Canadian Armed Forces Sports  
4210 Labelle Street  
Ottawa, ON 78234 CAN  
Ph: +1-613-995-7605  
[denis.gaboury@forces.gc.ca](mailto:denis.gaboury@forces.gc.ca)  
[gaboury.denis@cfmws.com](mailto:gaboury.denis@cfmws.com)

Copy to: CISM Secretary General  
Rue Jacques Jordaens 26  
B-1000 Brussels  
BELGIUM

NATION:

Will Participate  Will NOT Participate

**TOTAL NUMBER OF PARTICIPANTS:**

	Officials	Athletes	CSC Members	Total
Men				
Women				
Total				

Means of transport: \_\_\_\_\_

Signature of Chief of Delegation: \_\_\_\_\_

Rank / Name: \_\_\_\_\_

Date: \_\_\_\_\_

Your Contact	Rank/Name	
	Phone	
	Fax	
	E-Mail	



**ANNEX 2a**

**FINAL ENTRY**

To be returned by: **01 APRIL 2017**

To: Canadian Armed Forces Sports  
4210 Labelle Street  
Ottawa, ON 78234 CAN  
Ph: +1-613-995-7605  
[denis.gaboury@forces.gc.ca](mailto:denis.gaboury@forces.gc.ca)  
[gaboury.denis@cfmws.com](mailto:gaboury.denis@cfmws.com)

Copy to: CISM Secretary General  
Rue Jacques Jordaens 26  
B-1000 Brussels  
BELGIUM

NATION:

	AIRPORT	DATE	FLIGHT #	TIME
<b>ARRIVAL</b>				
<b>DEPARTURE</b>				

Signature of Chief of Delegation: \_\_\_\_\_

Rank / Name: \_\_\_\_\_

Date: \_\_\_\_\_

Your Contact	Rank/Name	
	Phone	
	Fax	
	E-Mail	



Conseil International du Sport Militaire  
49<sup>th</sup> World Military Marathon Championship 2017  
26-29 May 2017 - Ottawa, Canada



## ANNEX 2b

# FINAL ENTRY - COMPOSITION OF THE MISSION

To be returned by: **01 APRIL 2017**

To: Canadian Armed Forces Sports  
4210 Labelle Street  
Ottawa, ON 78234 CAN  
Ph: +1-613-995-7605  
[denis.gaboury@forces.gc.ca](mailto:denis.gaboury@forces.gc.ca)  
[gaboury.denis@cfmws.com](mailto:gaboury.denis@cfmws.com)

Copy to: CISM Secretary General  
Rue Jacques Jordaens 26  
B-1000 Brussels  
BELGIUM

NATION:

#	Function	Rank	Surname	Given Name	Visa Number	Passport Number
1.	Chief of Mission					
2.	Ad Libitum					
3.	Coach					
5.	Male Athletes					
6.						
7.						
8.						
9.	Female Athletes					
10.						
11.						
12.						
13.	CSC member					



**ANNEX 2b (Continued)**

**FINAL ENTRY - COMPOSITION OF THE MISSION**

NATION :

ADDITIONAL PARTICIPANT INFORMATION

#	Function	Rank	Surname	Given Name	Date of Birth (dd/mm/yyyy)	Personal Best Time (hh:mm)	T-shirt size (Small, Medium, Large)
1.	Male Athletes						
2.							
3.							
4.							
5.	Female Athletes						
6.							
7.							
8.							

In strict compliance with applicable **CISM Regulations – Chapter VII, Art. 7.22**, I, the undersigned Chief of Delegation, hereby officially confirm that all athletes representing my nation in the CISM event are on active duty in my nation's Armed Forces. I understand that sanctions may be imposed against my nation, my mission, my team, individual athletes, or myself for violation of this provision (**CISM Regulations Chapter I, Art. 1.12**).

Signature of Chief of Delegation: \_\_\_\_\_

Rank / Name: \_\_\_\_\_

Date: \_\_\_\_\_

Your Contact	Rank/Name	
	Phone	
	Fax	
	E-Mail	



## ANNEX 2c

### FINAL ENTRY - COMMITMENT BY THE CHIEF OF MISSION

To be returned by: **01 APRIL 2017**

NATION :

The undersigned, Chief of Mission declare that he has read the CISM Regulations and moreover understood the following prescriptions:

#### Article 7.21 - PARTICIPATION - MILITARY STATUS

- A. Only military personnel on active duty in Armed Forces may take part in competitions organized by CISM.
- B. No one may be recalled to active duty in the Armed Forces for the purpose of participating in a CISM competition. In the case of an intermittent military service, the athletes regularly recalled may not take part in CISM competitions, under any circumstances, if more than 18 months have elapsed between this recall and the end of their last call to arms.
- C. Exceptions to the above may be authorized by the General Assembly, upon recommendation of the Board of Directors.
- D. All military participants in a CISM event shall be in possession of proper documentation which signifies active military service of the member nation he represents. The documentation can be:
  - 1. A valid military identity card for those athletes who are authorized to present their military identity cards abroad;
  - 2. A form of verification (in English and/or French) of military status accompanied by a passport.
- E. **By signing the final entry, the Chief of Delegation confirms the military status of the participating athletes.** If there are last minute changes in the participation of the athletes, the verification file may be signed by the Chief of Mission but shall be confirmed by the Chief of Delegation by official letter.
- F. If one of these documents is not available, participation is refused.



## **ANNEX 2c - Commitment by the Chief of Mission (page 2 of 3)**

### **Article 7.30 - CHIEF OF MISSION**

#### A. Chief of Mission

1. Chiefs of Mission shall be familiar with CISM regulations.
2. Chiefs of Mission must not only participate or be present at sports events, they are also required to participate in information conferences on CISM, study days, commemorative and cultural events and ceremonies organized by the host nation.

#### B. Conduct of a mission

1. The Chief of Mission is responsible for the behavior of his team in sport and general discipline. He shall ensure that members of his mission respect the rules and directives prescribed by CISM and organizers of the championship. The respect of schedules is particularly important as they form the basis for the effective conduct of competitions and ceremonies. Instances of indiscipline or poor sportsmanship will be handled by Championship officials and may result in the disqualification of individual athletes or teams.
2. The Chief of Mission shall also enforce the rules concerning behavior and dress during the ceremonies. He plays an important role in promoting the CISM spirit among his mission, a spirit represented by friendly attitude towards other missions, courtesy towards organizers and fair-play in competition. The mission, who does not wear military uniforms during the opening ceremony of a Championship, will not be authorized to take part in the Championship. The Official CISM Representative will communicate this decision.

### **Article 8.6 - ABSENCE OF A MISSION WITHOUT NOTIFICATION**

- A. If a mission which submits a preliminary agreement and/or final entry is absent without notifying the host nation in time, a sanction will be imposed (Regulations Art. 1.12).

### **Article 8.17 - RULES OF STAY**

#### A. General

1. The Chiefs of Mission are responsible for the discipline of their mission. The missions fall under the jurisdiction of the organizing nation. During events, all athletes present on the playing fields are equal before the jury, the referees and to themselves. No one may use his rank to impose his views on sports matters.
2. Civilian members of the missions shall conform to the discipline accepted by all other participants.



## **ANNEX 2c - Commitment by the Chief of Mission (page 3 of 3)**

### **B. Military uniforms**

1. Unless otherwise approved by the Official CISM Representative, all participants shall wear military uniform during official ceremonies such as the opening and closing ceremonies and medal-awarding ceremonies. Individuals without proper uniform will not be allowed to participate in the championship.
2. The presentation of medals takes place, in principle, during the closing ceremony. The presentation of medals may be done in sports uniform, if for organizational reasons it is not possible to wear military uniforms. This is the case e.g. when the presentation immediately follows a championship sports event. Sports uniforms shall respect the corresponding national criteria (training suit, sports shoes, etc.) Displaying the national flag on the podium by the recipient (athlete or team) at a medal awarding ceremony is forbidden. Individuals failing to respect these prescriptions shall not receive their medal(s) during the official ceremonies.

### **C. Forbidden actions**

1. In conformity with the statutes and traditions of CISM, any political or religious propaganda during a CISM event, in particular the dissemination of documents, pictures, brochures, reviews, etc. is strictly forbidden.
2. Any contravention shall result in the exclusion of the mission from further competition and may result in additional sanctions (Regulations Art. 1.12).

## **Article 8.19 - ACCOMMODATIONS**

- A. All missions, including those of the host nation, shall be accommodated under the same conditions. If the conditions are in accordance with the CISM norms and standards, the missions are expected to accept the accommodation provided by the organizing nation. Any mission that does not accept the accommodations provided by the organizing nation and judged as adequate by the Official CISM Representative will not be allowed to participate in the championship.

Signature of Chief of Delegation: \_\_\_\_\_

Rank / Name: \_\_\_\_\_

Date: \_\_\_\_\_