



## Minutes from RYDC meetings January 2018

**19<sup>th</sup> January, 09:00 – 17:00**

**Attendees:**

RYDC-members:

- Patrick Kunz (acting chairman; minutes), Vladimir Gorin, Jaroslav Kačmarčík, Joanna Mikkela, Zoran Milovanovic, Ingrid Okkenhaug, Susi Rutz  
Tan Xiaoping (RC): Items 9-12
- Apologized: Lenka Klimpova (chair), Luiz Sergio Mendes, Peichi Chuang

### **Youth Development and Promotion**

#### **1. RYDC organization (Patrick)**

- Introduction of new RYDC-members: Welcome to Ingrid and Susi
- Luiz Sergio Mendes will change his position from member of RYDC to Regional Development Coordinator.
- Short presentation of RYDC webpage / logos

#### **2. Online educational materials / Develop online educational material (Patrick)**

Educational material on orienteering.org:

- Remake of orienteering.org is put on hold until Malin Fuhr (IOF office) is back from maternity leave.

As a temporary solution, the current "[Orienteering Literature](#)" page shall be replaced by a link to a temporary page called "Educational material in different languages" that is structured according to appendix 1.

- Future of webpage with online educational materials on remade orienteering.org: Duty of maintenance lays with RYDC.

Content development:

- Discussion whether the focus of the offered educational material shall be on widespread languages and languages that are important for further spreading or no limitation.

→ Decision:

No restrictions; the Online Educational Material page shall showcase the broad variety of materials offered.

- Discussion of licensing of material that is offered via the Online Educational Material page.

→ Decisions:



## INTERNATIONAL ORIENTEERING FEDERATION Regional and Youth Development Commission (RYDC)

- Material that is offered for download from the Online Educational Material page shall be licensed under [NonCommercial-ShareAlike CC BY-NC-SA](#)
- Material on the Online Educational Material page that has to be paid for (e.g. books): The translation of such texts into other languages shall be encouraged under the same license.
- Instruction of beginners / advanced:
  - Dubbing a selection from the Norwegian clips:  
Permission granted by NOF (email by Lene Kinneberg 12.10.17): to use some of the videos or video-clips from [www.aktivitetsbanken.no](http://www.aktivitetsbanken.no) under the Creative Commons license [NonCommercial-ShareAlike CC BY-NC-SA](#).
- Advanced Orienteering exercises for parks and urban areas:
  - Implement link to <http://o-training.net>
  - Discussion if there is additional material required.  
→ Decision: for the time being no.
- Material for coaching individual athletes as well as teams
  - Check with former and current coaches;
  - Translation of the Swiss Booklet “Athletenbetreuung” into English
- Map making:
  - Clip from OCAD about “[How to draw an Orienteering map](#)” starting from a base map and Google maps.  
→ Decision: For the time being no more video-clips is needed.
  - Mapping seminars  
→ Decisions:  
Future mapping seminars shall be advertised through media channels of IOF;  
No Webinars, as field work is an important part of such seminars;  
Material will be available afterwards through Online Educational Material page.
  - IOF-standard for school maps:  
Discussion if there is need of a special IOF-standard for school maps or if it is enough to provide material e.g. manual, video-tutorial and best practice examples of school maps.  
→ Decisions:  
A standard for maps with scales of 1:1'000 or smaller is really important.  
Contact Council and Map Commission to make this a priority.  
Check with OCAD for a simplified version to draw school maps (e.g. WOD-version)  
Update booklet “[How to produce a School map](#)” from Swiss Orienteering  
Putting together a list / map of existing maps made by PWT Travel or WWOP can be used for development work. This list of maps should be linked to the Online Educational Material page

- Event organization:
  - Discussion: What do we need in terms of clip / checklist, to show how to organize an event with little effort? Then the information on <https://www.flexolop.no/> seems to be a good starting point for that.
  - Decision:  
A checklist for how to organise a really basic event for people who have little experience with orienteering shall be provided and can be part of the Start-up Kit.

### **3. Youth Games and Cooperation with International School Federation (Johanna)**

- After the report from Aron Less Joanna tried to contact Karl Keuppens.  
Get in touch with Karl Keuppens and Francesco Fiorini and with the ISF-vice president Stelios Daskalakis from Athens, Greece

In case not already done: Tasks according to the report of Aron Lee for *IOF-Office*:

- send information about WOD to Francesco Fiorini
- Put Karl Keuppens and Francesco Fiorini on the WOD-mailing list

Announce ISF through IOF media channels.

- Discussion about IOF involvement in other youth games (e.g. United World Games)  
→ Decision: for the time being no, first focus on establishing cooperation with ISF.

### **4. School orienteering and networking of people working with School Orienteering (Johanna)**

- Hard to keep going;
- Ideas for contributions:
  - Save the date of the Global Development Conference
  - Distribute booklet "[How to produce a School map](#)" and ask for feedback that can be forwarded to Jaroslav

### **5. Erasmus+ (Ingrid)**

- Aim:  
Develop Orienteering in Germany, Belgium, Germany, Czech Republic, Poland, Norway
- Application takes a lot of resources and the chances of a success are higher if a person experienced with applications can take the lead.  
Deadline: 5<sup>th</sup> April

## **Global Development**

### **6. WOC Clinic 2018 (Zoran, Jaroslav)**

- Update of state of progress:
  - First contact with WOC organizers made during WOC week 2017 in Estonia.
  - WOC organizers decided to host 12 athletes + coaches from RYDC
  - Eduards Rens is delegated as a Clinic Manager and local contact
  - Provisional WOC program has been defined
  - *Vladimir* will join the coaching team (Jaroslav will be coach of the Czech team during WOC).
- Application process:
  - Decision: Main criteria for the selection process (approved by Astrid and Tom, oral personal communication from 20<sup>th</sup> January 2018):
    - The IOF WOC Clinic is dedicated to candidates from National Federations without a team, experiencing economical or financial difficulties, who could otherwise not afford to send athletes to participate in the WOC.
    - Candidates shall represent both genders as equally as possible: 6 men and 6 females.
    - Candidates shall represent as many global regions as possible.
    - Candidates should be at a skill level to successfully finish at least sprint qualification and middle race, but also to take part in and finish the long race.
    - Candidates should already have some previous international competition experience and preferably a WRE ranking status.
    - Candidates should be able to understand English.
    - Participation of young candidates is especially encouraged.
  - Decision regarding schedule (approved by Astrid and Tom, oral personal communication from 20<sup>th</sup> January 2018):
    - Invitations to be sent out to all federations by the end of January by IOF office
    - Deadline for applications: 15<sup>th</sup> April 2018
    - Selection until 05<sup>th</sup> May 2018 by Zoran and Jaroslav in collaboration with IOF office
    - Selected candidates will be informed by IOF office within 2 days after selection, so they can make travel and visa arrangements well in time.

### **7. O-Ringen Academy 2018 (Jaroslav)**

- There has been reached an agreement between O-Ringen and PWT Travel that PWT Travel is responsible for the technical execution.

- RYDC suggests patronage of IOF and involvement of IOF e.g. in terms of administration.
  - Decision: RYDC suggests the following process:
    - Draft of invitation
    - Invitations to be sent out to all federations by *IOF office* instead of PWT Travel
- There shall also be an offer for coaches (see following agenda item 8. Mentor system for elite coaches for developing O-countries)

#### **8. Mentor system for elite coaches for developing O-countries (Zoran, Jaroslav)**

Feedback on WOC-Clinic to offer some sort of coach clinic.

- Discussion about how to convey with the wish for a mentor system for coaches
  - Decision: WOC Clinic is not an ideal place for mentoring of elite coaches because WOC clinic coaches are charged to their capacity with coaching of the athletes. Thus, RYDC suggests including a coaching clinic into O-Ringen Academy, although at the expense of its participants.

#### **9. Start-up Kit for countries starting with orienteering development (Zoran)**

- Design of final version of Start-up Kit step 1 including a package with USB-stick, flyers, flags, banners has been paid but is not yet ready.

Goal: Start-up Kit ready by summer according to the following process.

*Zoran:*

- Number of needed Start-up Kit 1 shall be evaluated with Regional Coordinators
- Ensure IOF-branding of Start-up material
- Material that goes on the USB-stick will be placed on a server so RYDC and RCs can give feedback
- Denominate requirements for compasses and flags & punches

*IOF-office:*

- Call for bids for Start-up Kit 1 shall be sent out by IOF office to potential companies (10 compasses, 20 flags & punches)
- Depending on the bidding process company is selected by IOF office.
- Start-up Kit 1 will be produced by companies and delivered through IOF office to countries determined by RCs.

*Regional Coordinators:*

- RCs follow up with countries that have received Start-up Kit 1 and determine further proceeding e.g. Start-up Kit 2.
- Finances: Check with *IOF office* possibility of crowdfunding or ICO (Initial Coin Offering)
- Start-up Kit 2 needs to be planned during the first half of 2018 for 2019: denomination of requirements, search for sponsors, budgeting

## 10. Development in different countries (Sergio, Zoran, Jaroslav)

- Jaroslav:
  - Malaysia: WRE in May with Zoran as EA; planned to be coached by a RC.
  - Mauritius: contact by email and phone
  - Gambia: school Orienteering activity; planned to encourage for WOD participation and spreading to other schools.
  - Singapore: Göran had been there on behalf of WOD, however no further contact
  - Mongolia: trying to refresh contact through RC Tan
  - Caribbean countries: PWT activities e.g. Jamaica; in touch with José regarding Costa Rica
  - China: with CISM and WC in 2019 China has made a big step.
- Sergio:

2017:

  - Started a Working Group with Argentina, Brazil, Chile Colombia, Ecuador and Uruguay.
  - Venezuela: its economic and political situation is very difficult and no progress until now.
  - Instead of looking for new countries, focus on those countries that have some activities, but cannot develop further without support.
  - Organisation of a clinic in Trail Orienteering with Joaquim Margarido (Portugal) as instructor. Argentina sent three participants.
  - 2 map makers sent to Colombia, to help with the maps and event organization.
  - ISOM 2017, the booklet «Cool, Awesome and Educational» and the new Control Description booklet have been translated into Portuguese and have been offered to the Portuguese speaking countries of Angola and Mozambique free of charge.
  - Brazil has organized its first Trail O champs. 2018 championship confirmed.
  - Signed an agreement with the Brazilian University Sports Confederation and there is a good chance to send a team to participate in the World University O Championship in Finland.

Planned for 2018:

  - April 2018: Brazilian map maker will teach a map makers course in Quito, Ecuador.
  - Uruguay is in charge to organize the South American Championship 8 to 11 November 2018 with IOF EA from Brazil. Brazil will offer financial support for mapping as well as to at least one competitor from each country that is part of the working group.
  - SAOC 2020 in Brazil; 2022 Argentina has given a commitment
  - Brazil will send one runner for a period of training to Sweden (February to May).
  - Brazil will be present in Latvia and probably at least one more country from South America.
- Tan :
  - Contacts with India as well as Iran; they have been invited to O-Ringen Academy
- Zoran:

- Support of countries who lost membership status, but want to be back again (e.g. Greece, Kenya...)
- Giving further help for sustainable development to existing young members (e.g. Egypt)
- Contacting potential new IOF-members (e.g. Lebanon, Albania, Bosnia and Herzegovina, UAE)
- Trying to enter the Mediterranean Games 2021 in Algeria and through this promoting Orienteering in Algeria.
- Last months of 2017: first contacts with Gabon and Botswana
- Preparation and coordination for the first Regional Coordinators meeting in January 2018 in Warszawa
- Connecting stakeholders for investments in orienteering development in emerging countries

#### **11. IOF (sub-)regional structure (Zoran)**

- To be discussed by the *council*:
  - Regional structure: Caribbean America: Currently Cuba, Barbados and Dominican Republic belong to the region of North America. This does not make sense because of the language and culture.
  - Suggestion
    - Caribbean America shall be a part of South America
    - The Region of South America shall be renamed to Latin America
    - *IOF office* needs to check if IOF-statutes need to be changed because of this.
- Sub-regional groups: RYDC suggests the following framework and procedure:
  - It shall be possible that federations are member in more than one sub-regional group.
  - IOF requirements from a sub-regional group shall remain low-threshold and consists in submitting a Sub-Regional Activity Plan (see template proposed in Tartu, appendix 2).
  - Sub-Regional Activity Plan has to be submitted to Zoran by end of September (instead of end of November as proposed in the meeting in Tartu, see minutes 2-2017; this gives RYDC the chance to consider support of activities in sub-regions in the RYDC-budget).
  - Zoran will distribute the Sub-Regional Activity Plans depending on the regions to the RCs.
  - RCs will discuss with Zoran and write a short feedback.
  - Sub-regional groups will receive feedback from RYDC by the end of the year, so they will be able to plan their year.
  - Yet to be decided if the Activity Plan shall be submitted annually or rather biannually, in order to limit time and effort to all involved parties.

- The template might need to be updated after the new Strategic Directions are agreed upon.

## **12. Focus of regional development**

- Latin America (consisting of Caribbean and South America) is the active focus of the RYDC-development work.
- Africa and Asia: RYDC-engagement in these regions shall be limited to support on request. No active seeking of development for the time being.





## INTERNATIONAL ORIENTEERING FEDERATION Regional and Youth Development Commission (RYDC)

**20<sup>th</sup> January, 13:00 – 18:15**

### **Attendees:**

RYDC-members:

- Patrick Kunz (acting chairman; minutes), Vladimir Gorin, Jaroslav Kačmarčík, Joanna Mikkela, Zoran Milovanovic, Ingrid Okkenhaug, Susi Rutz, Jose Ángel Nieto Poblete, Tan Xiaoping (both RCs)
- Item 16: Lenka Klímplová (RYDC chairwoman)
- Apologized: Luiz Sergio Mendes, Peichi Chuang

Guests:

Items 13-15:

Astrid Waaler Kaas (IOF Council Vice-president), Tom Hollowell (Secretary General/CEO)

### **Review of remits**

#### **13. Revision of remits (Astrid)**

- See appendix 3

### **Youth Development and Promotion**

#### **14. WOD (Tom)**

- Update by Tom:
  - Personnel: new project manager: Jenny Nilsson; Göran: project coordinator
  - Newsletter going out every month with good practice examples;
  - WOD-Webpage is currently updated;
  - Sponsorship and partnership: all existing sponsors remain; Nokia Tyres and a French store as a new sponsor
  - In 2017 not all material of sponsors has been used. This is an opportunity for Global Development in the sense that some of the “left-overs” could be used for Start-up Kits as well as by the RCs.
  - Rabbit Tout WODY: there will be a next Rabbit-Tour, however the definitive arrangements are still under discussion; the Rabbit-Tour shall have strong social media presence and an involvement of WOD-Ambassadors is intended.

### **Global Development**

#### **15. Key Performance Index (Tom)**

- Discussion of Key Performance Index regarding its relevance for RYDC.

#### **16. Global Development Conference (GDC) 2018 in Prague (Lenka by skype)**

- During WOC 2016 in Strömstad (SWE), the RYDC organised the first Global Development Conference, see [programme and presentation from this conference](#)



## INTERNATIONAL ORIENTEERING FEDERATION Regional and Youth Development Commission (RYDC)

- Target group: GDC is seen as a platform for best practice exchange and for networking of people working with regional and youth orienteering development. Young people, active in Orienteering shall be encouraged particularly.
- Date: Friday 5<sup>th</sup> October, the day before the General Assembly with a program that allows watching the sprint relay (14:30-16:30)
- Organisation: *Lenka* (lead), supported *Johanna* and by *Susi* (prearrangements only)
- Deadlines:
  - Provide information for invitation to IOF-Office asap (*Lenka*)
  - Invitation for GDC to be sent out together with invitation for GA by IOF-office
  - Booking of accommodation in Hotel Pyramida by 28<sup>th</sup> February;
  - Call for workshops: end of April
  - Registration deadline: 1<sup>st</sup> September

### 17. Database of volunteers and clubs/countries in need of help (Nermin by skype)

- Project started well: Up to date, 70 volunteers from 34 different countries; 6 countries have requested volunteers to help with different orienteering projects. First matches have been made, e.g. Mapmaker from Russia and Albania.
- Discussion about quality management:
  - Should we control the level of expertise of volunteers and if yes, how?
    - Decision:  
The submission of references shall be a compulsory field.  
However, because it is nearly impossible to control the level of expertise with reasonable amount of effort, it is let up to the “requester” to check directly with the volunteer.
  - Evaluation of volunteer-work
    - Decision: Both involved parties (hosts and volunteers) shall be strongly encouraged to fill in a short evaluation form that is disclosed to IOF only:  
suggested criteria: satisfaction with volunteer’s work (host) / hospitality (volunteer); estimated cost-benefit ratio (e.g. high – middle – low); open comments.
- Discussion about the procedure of “matchmaking”
  - Decision: If areas are involved where RCs are active, Nermin should inform RCs before disclosing contact details to host and volunteer.  
A list / map, that shows where our RCs are active, will be provided by Zoran.
- There is an alternative platform by Susen Loesch and Felix Spaeth: World Orienteering Volunteer Platform: [www.wovorg.wordpress.com](http://www.wovorg.wordpress.com)  
It seems to be the most sensible thing to do is to keep up the communication between all involved parties in order to make the most of the volunteer work that is done.  
Convention with WOVO:
  - WOVO will receive the list / map, that shows where our RCs are active.



INTERNATIONAL ORIENTEERING FEDERATION  
Regional and Youth Development Commission (RYDC)

- WOVO agreed to get in touch with those RCs in case they have volunteers working in one of the RCs' regions.
- Our RCs can contact WOVO at [wovorg@zoho.eu](mailto:wovorg@zoho.eu) to ask them for volunteers if our IOF volunteer-database does not provide any matches.
- Discussion whether we shall establish a separate platform to foster exchange (not necessarily only of students) as a means of transfer of know-how. Participants could focus on specific topics like mapping, coaching etc.
  - Decision: To be included when redesigning the Volunteer-Exchange-Webpage as step 1 extension of GOVP.
- Discussion about starting to redesign the Volunteer-Exchange-Webpage independently of the redesign of orienteering.org, as Wordpress allows to include existing pages later on.
  - Decision:  
Check with IOF-office if this is a good idea;  
Exploring possibilities of an interactive map on her personal webpage;  
All will brainstorm about possible keywords and naming of the GOVP as there may be additional features in the future (e.g. fostering exchange or offering of registering for development projects)
- Discussion about if and when we will start with the programming of automated matchmaking:  
e.g. Federations will be automatically informed if somebody volunteered to do some work in that country.
  - Decision: To be taken into consideration when redesigning Volunteer-Exchange-Webpage
- Suggestion: Implement the idea from <http://www.floorball4all.ch/en/projects>
  - Decision: To be taken into consideration as step 2 extension of GOVP in 2019.
- Process with requests for support (e.g. by email to IOF-office or through Volunteer Platform):
  - Decision: RYDC suggests the following process:
    - Information of Zoran through IOF-office or Nermin
    - Zoran allocates request to RC depending on region
    - RC gets in touch with request
    - RC shortly reports back to Zoran what actions have been taken

**20<sup>th</sup> January, 20:20 – 21:20**

**Attendees:**

RYDC-members:

- Patrick Kunz (acting chairman; minutes), Vladimir Gorin, Jaroslav Kačmarčík, Zoran Milovanovic, Ingrid Okkenhaug, Susi Rutz  
Thomas Tan (RC)
- Apologized:  
Lenka Klimplova (chair), Joanna Mikkela, Luiz Sergio Mendes, Peichi Chuang

**18. In-depth investigation as follow-up of IOF-survey (Peichi)**

- In order to gain more specific information about the status of orienteering development in member countries, and to complement the data of the IOF-survey, an in-depth interview shall be conducted via Skype by contracted (unpaid) volunteers. The selected interviewees would be the contacts provided by each federation through the IOF-survey.
- Discussion of draft for further investigation of selected countries proposed by Peichi. Almost final version see appendix 4.

The questions should focus on the following categories:

1. Background of interviewed person in order to better judge the reliability of answers;
2. Establish and promote Orienteering in regional and sub-regional groups
3. Improve school and youth Orienteering development by supporting qualified materials and resources

→ Decision: Omit focus WOD, as WOD will be evaluated well by WOD project team and as interview needs to be cut in length in order to reduce workload of all involved parties.

Questions regarding WOD will be forwarded to Jenny Nilsson (WOD project manager) and Göran Andersson (WOD project coordinator) by Patrick

All: Feedback to appendix 4 including suggestions for the following open questions in track change mode.

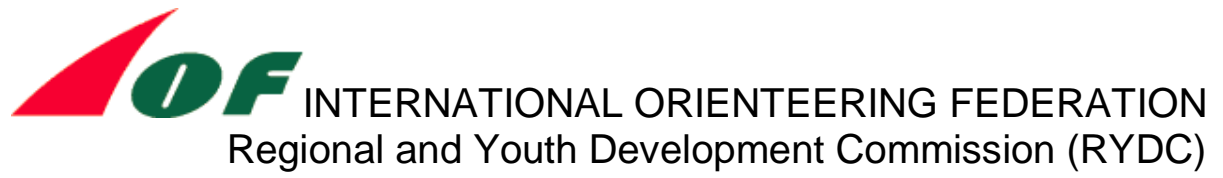
→ Open questions:

- How many and which federations will be interviewed?
- Recruitment of interviewers: Who and how?

Once these questions are answered and the guidelines are finalised, **Peichi** will proceed with the recruitment and interviews in cooperation with IOF-office.

**19. Next meetings**

- during WOC in the period of 4<sup>th</sup> – 11<sup>th</sup> August
- during GDC in the period of 4<sup>th</sup> – 7<sup>th</sup> October
- end of January 2019



21<sup>st</sup> January 2018

Minutes taken by Patrick Kunz and approved by Lenka Klimpová