



**ORIENTEERING**  
C A N A D A  
**COURSE D'ORIENTATION**  
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## Notification of an Officials Training Clinic

All event officials must be certified at appropriate levels of the Officials Certification Program.

**Please submit this form to Orienteering Canada (OC) at least one month in advance of the clinic.** The reason for this timeline is to allow the OC Officials Committee sufficient time to request follow-up information, if needed. OC will notify the rest of the Canadian orienteering community about the clinic via the OC website and/or through the OC newsletter.

This notification process allows OC to track officials training activity across Canada, and to demonstrate our commitment to strengthening the base of certified officials within the orienteering community.

<b>Clinic date(s)</b>	
<b>Alternate date</b>	
<b>Provincial/Territorial Association</b>	
<b>Club</b>	
<b>Clinic location: closest community/town/city</b>	(this is to provide location information for the event on the Orienteering Canada schedule)
<b>Web page address for the clinic (if any)</b>	
<b>Level of clinic</b>	__O100 __O200 __O300 ED __O300 Course Planner __O300 Controller
<b>Clinic conductor(s)</b>	
<b>Name, telephone number and email of clinic conductor(s)</b>	
<b>Additional comments</b>	

**Return this form to Orienteering Canada:**

Email: [officials@orienteering.ca](mailto:officials@orienteering.ca)  
Fax: (403) 451-1681  
Mail: 1239 Colgrove Avenue NE  
Calgary AB T2E 5C3

**NOTE:**

Officials are to keep a record of all volunteer activity conducted as an official at an event. Please refer to the **Official's Certification Record (Revised 2017)**.