



**Canada Games  
Council**  
*Inspiring Dreams and  
Building Champions*

**Conseil des Jeux  
du Canada**  
*Du rêve au  
champion*

## **Canada Games Council Games Policy and Procedures**

POLICY NUMBER: OG1

NAME: Transportation Personal Items and Equipment Transportation to the Canada Games

FUNCTIONAL UNIT: n/a

RELEVANT STANDARD: n/a

APPROVED BY: CGC Sport Committee

ORIGINAL APPROVED DATE: 2009.05.01

REVISION APPROVAL DATES: 2010.02.02

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### **PREAMBLE**

The purpose of this policy is to outline the specifics involved with the transportation of personal items and equipment to a Canada Games.

### **POLICY STATEMENT**

The Canada Games Council is committed to creating the best training and competition environment possible for participants by ensuring the necessary personal items and equipment are transported in a timely and professional manner to the site of the Canada Games.

### **STANDARDS**

### **COUNCIL'S ROLE IN IMPLEMENTATION OF POLICY**

### **PROCEDURES**

#### **Part 1: Personal Items and Equipment**

Personal items and equipment are defined as specific items not provided by the Host Society that are required by athletes for everyday living and in order to compete in their sport according to the standards and regulations set forth by National Sport Organizations (NSO). Personal equipment needs are open for P/T Team feedback and are approved by the NSOs 12 months prior to the start of the Games.

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**National Partners/ Partenaires nationaux**



For the purpose of the Canada Games, personal items and equipment encompass the following:

- personal items such as clothes and hygiene products
- personal equipment that has been identified as essential to the competition that is not provided by the Host Society\*

\* The Host Society is responsible for providing all the necessary warm-up, practice and competition equipment. All other equipment athletes may need in order to compete has been pre-determined and approved by NSOs. Only personal equipment appearing on the Canada Games Council's Personal Items and Equipment List will be permitted on-board the aircraft or other vehicle of transportation to the Canada Games.

## **Part 2: Baggage Allowance**

The baggage allowance is the maximum number of checked items each participant is allowed when travelling on chartered flights. This allowance has been based on personal equipment needs.

Each participant\* travelling on chartered flights is allowed to bring the following items:

- 1 piece of checked baggage (subject to the air carrier's specifications)
- 1 carry-on item (subject to the air carrier's specifications)
- pre-determined personal equipment

\* Mission Staff and NAP artists are allowed 2 pieces of checked baggage each.

### Checked Luggage

Maximum Weight – 50 lbs

Maximum Size – 157 cm (length + width + height)

### Carry-on Item

Maximum Weight – 10 lbs

Maximum Size - 55 cm x 23 cm x 40 cm

All personal equipment must be transported in bags, containers or be protected with padding that is sturdy enough to provide adequate protection. P/T Teams might be asked to complete a Limited Liability Release Form should the packing of some articles be considered unsatisfactory.

## **Part 3: Baggage Tags**

P/T Teams will receive baggage tags for each member of their team. It is the P/T Team's responsibility to distribute the tags accordingly.

P/T Teams will also receive baggage tags for the pre-determined personal equipment.

For individual sports, baggage tags are to be distributed by P/T Teams according to the approved personal equipment needs for each athlete (1 Golf bag per athlete = 1 baggage tag per Golfer). For team sports, personal equipment is to be transported in team bags (2 bags for the entire team's uniforms = 2 baggage tags). Generally, individual sport equipment will be checked in by the individual to whom the equipment belongs, whereas team sport equipment will

be checked in by the coach, manager, or team technical support staff.

Baggage Tags are to be attached only to checked luggage and personal equipment. Carry-on items do not require baggage tags.

Should an item not contain a baggage tag, it will most likely be left behind by the air carrier as it is not considered as a Canada Games Council approved / priority item.