



**FAI Active Members  
FAI Associate Members**

30 January 2014

Dear FAI Members,

**The new FAI Sporting licence management software is now fully operational and all athletes of category 1 events must be entered into the system by NACs before competitions in 2014!**

2014 category 1 events

It is now **MANDATORY** for all NACs to enter all their athletes competing in category 1 events into the FAI Sporting Licence database BEFORE the start of the competitions of this year.

There will be approximately 50 category 1 events in 2014, involving about 3500 athletes. The first category 1 event starts on 11 March 2014.

New FAI Sporting licence management

The new software for the management of FAI Sporting Licence is now ready to be used by all National Airsports Controls (NACs). Specially designed to respond to the NACs' needs, easy to get to grips with and use, it gives full control over all aspects of licence management, from data input to issue and validity check.

The new management software, together with the already existing upload tool, allows NACs to:

- **Enter** all athletes (Reminder : all athletes participating to Cat 1 events have to be entered)
  - using the Sporting Licence upload tool ([sportinglicences.fai.org/](http://sportinglicences.fai.org/))
  - manually with the new management system ([sportinglicences2.fai.org/](http://sportinglicences2.fai.org/))
- **Edit** licences to change dates or other information of the licence
- **Search** for licences to check their validity
- **Renew** licences
- **Create** licences
- **Print** licences using a **default template** or by creating a **new design**
- **Email** licences to athletes
- Furthermore, new licences feature a **QR code** (2D barcode) making the checking of licences easier.

*Fédération  
Aéronautique  
Internationale*

### Future developments

The FAI Sporting licence management software is being further developed - it is an ongoing process.

New features will be added soon including a more user-friendly upload tool and the possibility for NACs to enter athletes to competitions through the system.

### How to use the Sporting Licence management system

Please find attached the user guide to the FAI Sporting Licence management system.

### Get help from the FAI Head Office

Sporting Licence management system + Upload tool + any technical question

-> FAI IT Manager Visa-Matti Leinikki [it@fai.org](mailto:it@fai.org)

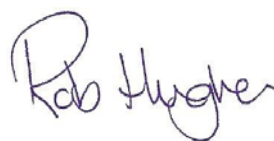
General information about Sporting Licences and access codes

-> FAI Members Manager Ségolène Rouillon [sportinglicences@fai.org](mailto:sportinglicences@fai.org)

Yours sincerely.



Dr. John GRUBBSTRÖM  
FAI President



Rob HUGHES  
FAI Sports Director