



National MTB Commissaire Assignments

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1. Goal

- 1.1 To provide guidelines and selection criteria for assigning national and international level commissaires to national and international MTB races.

2. Principles

- 2.1 All persons wishing to be assigned by the CCOC to national and international level MTB events should be aware of the process for assignment. The CCOC will set guidelines for the assignment process and will re-examine these guidelines on a yearly basis and adjust the criteria if required.

3. Field of Application

- 3.1 This policy applies to all Canadian qualified National MTB Commissaires resident in Canada, as well as International MTB Commissaires, who are eligible to be assigned to national and international level MTB events by CC, through the CCOC.

This policy does not describe the process for the assigning of commissaires by the UCI or by the provincial sports organizations.

4. Definitions

- 4.1 **CC:** Cycling Canada
- 4.2 **CCOC:** Cycling Canada Officials Committee
- 4.3 **PSO:** Provincial Sports Organization. This shall be the CC recognized body for administering the sport of cycling in a province or territory
- 4.4 **UCI:** Union Cycliste Internationale/International Cycling Union
- 4.5 **National MTB Commissaire:** A MTB commissaire who has followed an accredited National Commissaire course, and has met the requirements of becoming a National Level MTB Commissaire as defined by the CCOC and is on the current list of National MTB Commissaires.

- 4.6 International MTB Commissaire:** A MTB commissaire who has been afforded the status of International MTB Commissaire by the UCI and is on the current roster of approved International MTB Commissaires.
- 4.7 National Race:** A MTB event whose bid has been accepted and placed on the CC National Calendar, for example, Canada Cup Series and National Championships. A national race with a C2 status or higher may also be on the International Calendar.
- 4.8 International Race:** A MTB event whose bid has been accepted by the UCI via CC and placed on the International Calendar. These races will have a minimum of a C2 status

5. Policy Statement

- 5.1** The CCOC is committed to a standard and fair means of assigning excellent MTB commissaires who are capable of properly exercising the role of a national commissaire at a MTB race. The CCOC is committed to rewarding excellence and promoting its best officials to ensure continued growth, as well as the highest level of officiating at all events.
- 5.2** The primary responsibility for making CC assignments rests with the CC staff member responsible for commissairing. The CCOC retains final approval authority.

6. Provisions

6.1 Assignment Process National Events

- 6.1.1** Currently all National Sanctioned events hold an C3 status or higher. As such, the Chief Commissaire is currently assigned by the UCI. Should the UCI change this policy, the CCOC will amend the assignment process accordingly.
- 6.1.2** The CCOC will assign the assistant Chief Commissaire, and one other commissaire, and will make every effort to assign officials with reasonable previous experience. Experience is gained by performing other roles on the Commissaires Panel such as Secretary, Starting Commissaire, and Finish line Commissaire.
- 6.1.3** In assigning commissaires, if possible, effort will be made to assign commissaires reasonably close to the event in order to keep travel costs to a minimum.
- 6.1.4** Language abilities will be a consideration when assigning commissaires in Quebec as well as possibly regions in New Brunswick and Ontario.

- 6.1.5** The remaining members of the College of Commissaires will be assigned by the host PSO. These commissaires will at minimum be National MTB Commissaires. The PSO will also assign two provincial level assistants.

6.2 World Cup and International Events

- 6.2.1** The UCI currently assigns the Chief, the Assistant Chief Commissaire and the Secretary for World Championships and World Cups. For all other international level events the UCI assigns only the Chief Commissaire. For World Cup Events and World Championships, the CCOC will assign the remaining members of the Commissaires Panel.
- 6.2.2** The CCOC will as a priority assign International MTB Commissaires. If the positions cannot be filled with International MTB Commissaires, then National MTB Commissaires may be assigned. The same selection criteria as detailed in 6.2.3 shall be applied.
- 6.2.3** When assigning the remaining three commissaires, who shall at minimum be National MTB Commissaires, the CCOC will take the following criteria into consideration:
- The Commissaire shall be currently licensed and in good standing. They shall have no pending disciplinary issues against them.
 - Skill and merit
 - Development and upgrade requirements
 - Specific requirements for monitoring
 - Geographic proximity to event
 - Availability
- 6.2.4** If the position demands specific language requirements, this may be considered.
- 6.2.5** The host PSO shall be responsible for assigning a further 4 commissaires, two of which shall at minimum be National MTB Commissaires.

6.3 National Championships

- 6.3.1** The CCOC shall assign all five members of the commissaires panel.
- 6.3.2** At minimum, one member of the Commissaires panel shall be assigned from outside of the host PSO.
- 6.3.3** When assigning the members of the commissaires panel, who shall at minimum be National MTB Commissaires, the CCOC will take the following criteria into consideration:
- The Commissaire shall be currently licensed and in good standing. They shall have no pending disciplinary issues against them.

- The Chief Commissaire and one other shall be UCI International Commissaires
- Skill and merit
- Development and upgrade requirements
- Specific requirements for monitoring
- Geographic proximity to event
- Availability

6.3.4 Language abilities will be a consideration when assigning commissaires in Quebec as well as possibly regions in New Brunswick and Ontario.

6.3.5 The host PSO shall assign a further two commissaires who shall at minimum be Provincial Level Commissaires.

6.4 Disciplinary Considerations

6.4.1 When assigning commissaires to events, the CCOC will take into account any existing or pending disciplinary actions against commissaires by PSOs, CC, the UCI, or any other body that the CCOC deems to have a legitimate effect on the sport or its image or conduct.

6.4.2 Commissaires who fail to provide the CCOC with the required race reports and/or race results, as applicable, within 30 days of the end of the event, may be removed from the list of commissaires eligible to be assigned to events.

6.4.3 Notwithstanding the above provisions, a separate policy will deal specifically with commissaire disciplinary matters.

7. Review and Approval

7.1 This policy shall be reviewed at least once every year.

7.2 Outside of the regular review cycle, a review can be requested by a member of the CCOC or the Board of Directors of CC.

7.3 This policy was approved by the Cycling Canada Commissaires Committee on the 06 Dec 2005.

7.4 Date of last review: 22 Feb 2014.

7.5 Original policy development lead: James Bratrud