

Technical Official Policy

Policy Name	Technical Official Policy
Policy Area	Technical and Events
Date Approved	24 May 2017 (V3.0)

1. TITLE

The Technical Official Policy is established by the Board under section 42.3.2 of the Triathlon Victoria Constitution (2013). It shall be monitored and reviewed by the Technical and Events Co-ordinator in conjunction with the 'Triathlon Victoria Technical Committee' (TVTC).

2. INTRODUCTION

Technical Officials (TO's) are an integral part of Victorian triathlon. They perform a role at events that ensures safe and fair competition. TO's are an incredibly important interface with participants and perform a vital role in the education of competitors before, during and after racing. It is inherent on clubs/squads as members of Triathlon Victoria to support the 'technical program' through recruitment, retention and recognition in partnership with Triathlon Victoria.

3. PURPOSE

The purpose of this policy is to ensure that the 'technical program' has sufficient resources to deliver safe and fair competition, and in doing so, that the workload is spread equitably across all affiliated clubs/squads. This policy relates to all affiliated clubs/squads and forms part of the terms of the annual affiliation agreement.

4. POLICY

Triathlon Victoria affiliated clubs are required to provide technical official support over the 'triathlon' season (July 1 – May 31) in line with Table 1.

Number of Members	Number of TO appointments to be provided over the season
Less than 50 members	1
51 to 100 members	2
More than 101 members	3

(To be clear, these appointments do not need to be officiated by one TO, rather it could be a combination of officials throughout the season reaching a **total** of three appointments).

This requirement may be met at any sanctioned event (i.e. events 'sanctioned' on the Triathlon Australia Sanctioning portal and appearing on Triathlon Victoria annual event calendar) and include sanctioned club events where Triathlon Victoria have approved the appointment.

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Note: The number of TO appointments (shifts) shall be calculated from duties performed by accredited officials only.

Should a club provide less than the number of appointments outlined in table 1, a 'TO levy' of \$200 per club/squad shall be levied in equal parts of

- a. \$100 on December 31 should a club/squad not have provided one (1) technical official appointment to that date*
- b. \$100 on April 30 should a club/squad not have provided the requirement for the season (in line with table 1).

*Note: Any payments will be fully refunded should the club/squad meet their requirements by the end of the season (May 31).

5. RESPONSIBILITIES

It is the responsibility of Triathlon Victoria and the Executive Director to ensure that:

- Appropriate consultation has occurred
- TV affiliated clubs/squads are aware of this policy and their obligations
- Staff are aware of this policy and the Technical and Events Coordinator undertakes the appropriate monitoring and record keeping;
- Any breaches of this policy are brought to the attention of the Executive Director and formally communicated to the club/squad.

6. PROCESS / PROCEDURES

The Technical and Events Coordinator will monitor the technical official appointments and communicate with clubs regularly throughout the season. Clubs will be provided with communications broadly in line with the following timeline:

- MAY - a list of accredited technical officials who have a membership with their club
- NOVEMBER – preliminary notice of club 'status' relative to this policy
- JANUARY – notice of policy breach (if applicable)
- FEBRUARY - secondary notice of club 'status' relative to this policy
- APRIL - notice of policy breach to clubs (if applicable)

7. ENDORSEMENT

This document has been approved by the Triathlon Victoria Board on 24 May 2017.

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