

Triathlon Saskatchewan PTO Level 2 Officials' Course

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Introduction

- Goals of the Course
 - Introduce Level II Officials' duties
 - Learn Race Director operational procedures
- All Course Participants will Receive
 - Link to current World Triathlon (TRI) rule book
- Clinic Participants Planning to be a Certified PTO II will Receive
 - Hat and whistle
 - Should have received from PTO I course
 - Option of a hardcopy handbook of the PSO Rulebook and World Triathlon Rulebook
 - Option of purchasing subsidized STAC Officials vest
- Key Reference Documents
 - Rule Books: TRI, PSO/Saskatchewan Supplement
 - Tri Sask Event Sanctioning Document
 - TRI Event Organizers Manual

PTO 1 and 2 Course Goals

- Provincial Technical Official (PTO) 1
 - Triathlon Sport Organization
 - Understand Triathlon Events
 - Event Organizer Perspective
 - Officials' Perspective
 - Competition Rules and Penalties
 - Applying them effectively
- PTO 2
 - Understand Relationship between TOs and RDs
 - Introduce Level II Officials' roles and duties
 - Learn Race Director operational procedures
 - Apply World Triathlon Event Organizer's Manual (EOM) Appropriately



Annual Officials' Tasks

- Fall
 - STAC preliminary calendar set
 - World Triathlon rule updates
- Winter
 - Triathlon Canada: NTO and Higher Officials' Event Request Submissions
 - STAC Officials' Meeting (PTO 2 and higher)
 - Consider STAC rule updates.
 - Share and coordinate Supplements with Triathlon BC, Triathlon Alberta, Triathlon Manitoba
 - Officials' assignments to STAC events
 - TRI/PSO Addendum Rule Updates for Saskatchewan PTOs
 - PTO Level I courses
 - PTO Level II courses
 - TOs Renew STAC Membership
- Spring/Summer
 - Tri Sask and Triathlon Canada (Regional/National), International Event Officiating
 - NTO Courses

Event Organizer/Race Director & Officials Collaboration: Goals

- Encourage Better Collaboration between EO/RDs, Clubs, Tri Sask, and Officials
- Outline a Clear Path and Timeline for Expectations
- Ensure Race Configurations Are Compliant in Safety and Fairness Before Key Milestones (i.e., Sanctioning Documents approved, Registration, Athlete Guides, Package Pickup/Check-in, Race Start)
- Heighten Participant and Volunteer Experiences
- Reduce Event Organizer/Race Director Stress
- Reduce/Eliminate Race-Day Configuration and Logistic Disruptions
- Develop Processes to have Continual Improvement of Best Practices

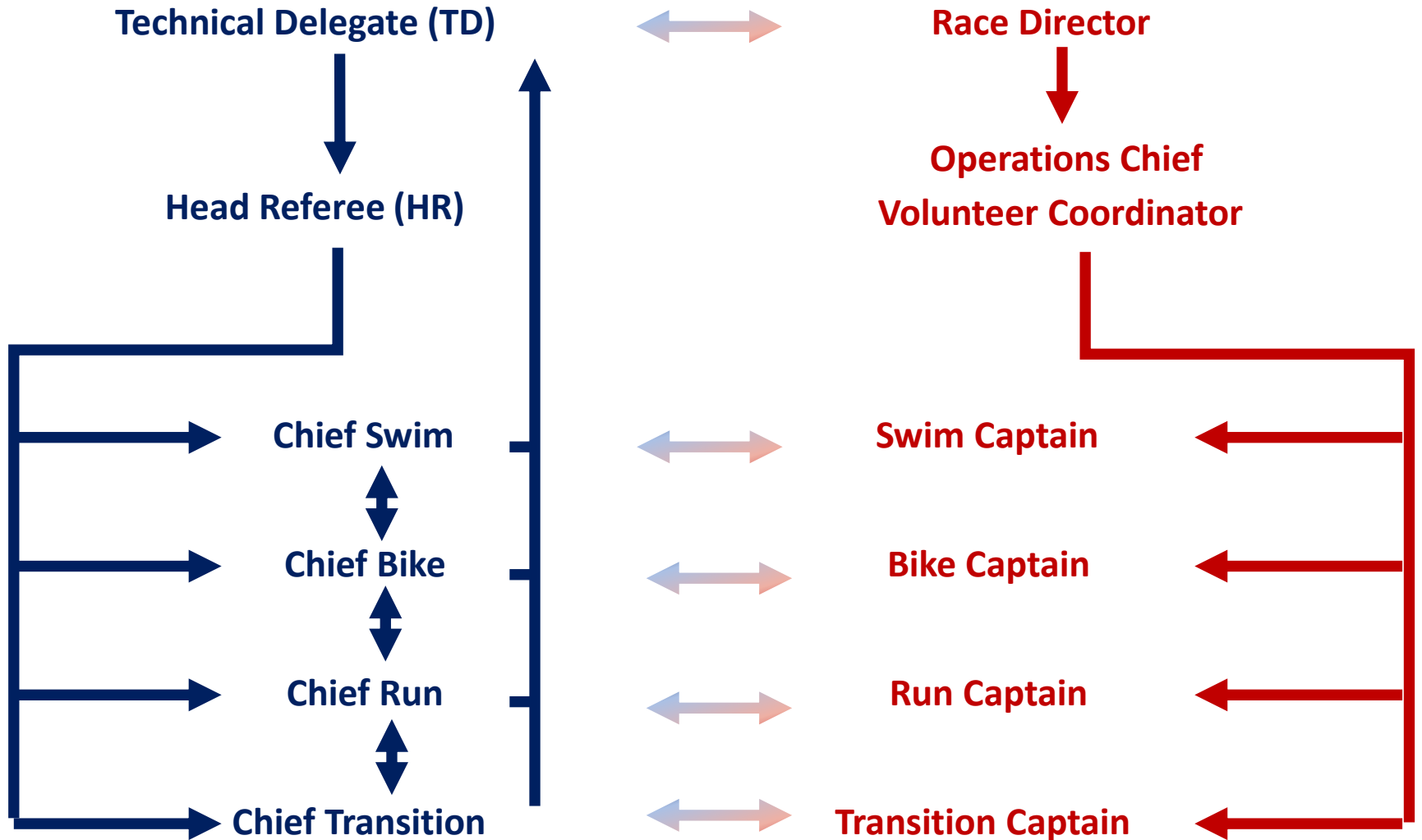
Event Organizer/Race Director & Officials Collaboration: Activities

- Fall
 - Next-year event calendar review and coordination: Provides information for planning next year's officiating needs
- Before Registration Opens: Event Initial Sanctioning Approval
 - Event Organizer (EO)/Race Director (RD) submits sanctioning document to Tri Sask
 - Tri Sask assigns Technical Delegate (TD) to event
 - TD to arrange contact with EO/RD and review sanctioning document
 - TD and EO/RD collaborate to gain Tri Sask initial approval of sanctioning document
 - Sanctioning Document Initial Approval
- Continual up to a Few Days before Event
 - Event Organizer/Race Director Collaboration with TD
 - Touch base in regular meetings on progress. More frequent within a few weeks before event
 - Continual completion of Sanctioning Document TBD information until finalized – at latest – a week before event
 - Sanctioning Document final approval.
 - TD available for responding to ad hoc questions around event rules and Tri Sask policies
- Days Before Event
 - TD site visit to confirm sanctioning plans and help with set up
 - TD offers pre-event briefing to participants and volunteers (may offer a PTO 1 course)
 - TD provides information about TO support along with run sheet copy for RD and other TO's
 - Provisional water temperature.
- Event Day(s)
 - TD, Head Referee (HR) and other Technical Officials (TOs) assist with volunteer positions, apply penalties appropriately, manage protests.
- Post-Event
 - TD completes post-event report and submits to Tri Sask
 - Tri Sask shares post-event report with Race Director and next years TD

Race Organization Chart

TECHNICAL TEAM

LOCAL ORGANISING COMMITTEE (LOC)



Race Briefings

- Provided the Day Before Competition
 - Supplemental briefing morning of event
- Introduce Key Individuals
 - Race Director, TD, HR, Chiefs
- Review Race Course and Supporting Areas
- Review Essential Rules
- Preliminary Open Water Temperature Readings
- Provide Weather Forecast
- Useful to Attend as an Official and Race Director
 - Race Information Review
 - What Specific Points Athletes are Being Told
 - What Questions Arise – and the Answers



Technical Delegate (TD)

- Appointed by the governing body providing sanctioning
- Oversees technical preparation for the event with LOC (RD)
 - Have RD's sanction documents reviewed and approved in advance
 - Do site checks and double checks
 - Assess hazards and review contingency plans
 - Meet with race committees
- Responsible for event's officials' assignments
 - Make officiating plan, assign officials' tasks, collaborate with officials
 - Create event run sheets
 - Selects and chairs Competition Jury
- Race will not proceed without TD approval
 - Authority to recommend sanctioning be pulled from events that are not in compliance
- Event Activities
 - Race starts
 - Should avoid taking part in penalizing for infractions
 - Post-event debriefings and reports



Head Referee (HR)

- Appointed by, and responsible to TD
- Organizes and instructs race volunteers with action plan for enforcing rules
- Contacted about all violations reported by the volunteers and other TOs
 - Makes decisions on violation and penalties
- Point of contact for protests and appeals
 - Posts notices about protests and appeals
- Signs off official results from timing
- In Sask local events, the TD often takes on the role of HR as well.

TD, HR and RD/LOC Relationship

- Technical Delegate (TD) and Race Director (RD)
 - Review sanctioning form and compliance
 - Approves events, courses, and event action plan
 - Liaison to/from PSO
 - Act as advisor, technical consultant
 - Work with LOC on modifying wave starts for fairness and safety. Consider swimming abilities, spacing between heats, distance covered, and implications over the rest of the course
 - Ensure appropriate water quality tests are completed and are within limits
 - Ensure appropriately accurate and redundant timing system with manual backup
 - Race briefings
 - TD will collaborate with RD for briefing information
 - The TD must be provided the opportunity to speak to the competitors at the pre-race meetings and briefings
 - Meet with motorcyclists and marine crew to discuss expectations
- Head Referee (HR) and LOC
 - Assist in pre-event planning
 - Assist in officials' meetings / clinics
 - Assist in rulings on questions received and reported violations

TD Event Officiating Logistics

Wednesday August 27 Edmonton Aquathlon - Para, Age Group, Elite Men, Elite Women						
PARA	AG	ELITE Men	ELITE Women	Event		Who
8:00	8:00	8:00	8:00	TOs meet at TO's tent		All TOs
8:05	8:05	8:05	8:05	Radios turned on, radio check		CRO
10:00		13:00	13:00	*Provisional Water Temperature is ___°C and Air temperature is ___°C*		Chief Swim
10:00		13:00	13:00	*WGBT is ___°C		Medical Delegate
10:00		13:00	13:00	Athletes' Lounge ready for check-in		Chief Registration
10:45	10:15	13:45	13:45	Transition Open for check-in		Chief Transition
11:00	11:50	13:30	13:30	*Official Water Temperature is ___°C and Air temperature is ___°C		Chief Swim
11:00	11:50	13:30	13:30	WGBT is ___°C		Medical Delegate
11:00	11:50	13:30	13:30	*Official Time is , we have one hour to start		Chief Technology
11:30		14:10	14:10	LOC confirms course is closed		Chief Venue
11:45		14:15	14:15	*Registration closed. All athletes except # now registered		Chief Registration
11:45		14:15	14:15	*Positions to have been blocked on the portoon		Referee
11:45	12:15	14:15	14:15	Transition closed		Chief Transition
11:45	12:35	14:15	14:15	*Pre-Start officials ready		Chief Registration AG
11:45	12:35	14:15	14:15	*Course lockdown confirmed		Chief Run
11:45	12:35	14:15	14:15	Swim & start officials in position, Transition, Run, Lap counter, Aid Station, Penalty Box personnel in position		TD to all Chiefs
11:46	12:36	14:16	14:16	*All clear in (position)		All Chiefs
11:50		14:22	14:31	Start Officials lineup for presentation		Start Officials
		14:22		Cones move to positions around transition		Chief Finish/ Chief Transition
11:51	12:40	14:23	14:31	*All athletes assembled		Chief Registration
		14:23	14:31	Move athletes' bags from Elite Lounge to Recovery		Assistant Registration
	12:53	14:23	14:32	Athletes Presentation		Chief Registration
11:59	12:49	14:29	14:34	*One minute to Race Start, Radio Silence		TD
12:00	12:50	14:30	14:35	Race Start		Referee
12:01	12:51	14:31	14:36	Status of Start (Clean Start / Not Clean Start / False Start)		TD
12:05	12:55	14:35	14:35	Transition Officials in position		Chief Transition
12:10	13:00	14:39	14:44	*First Athlete # has completed swim		Chief Swim
12:11	13:01	14:40	14:45	First athlete in Transition		Chief Transition
		14:40	14:45	Move last minute athletes' gear from the start area to recovery		Chief Swim
12:12	13:10	14:41	14:46	*First athlete on RUN course		Chief Run
12:40	14:15	14:43	14:48	*Last Athlete # has completed swim. Swim course is clear. *		Chief Swim
12:42	14:17	14:44	14:49	Last athlete in Transition		Chief Transition
12:43	14:18	14:45	14:50	*Last athlete on RUN course		Chief Lap Audit
TBD		14:46	14:51	Check transition penalties: *Athlete's numbers #, Penalty Box*		Referee
12:18	13:09	14:48	14:54	*First athlete has completed 1 lap on the RUN, 1 lap to go		Chief Lap Audit
12:20	13:10	14:48	14:54	Finish Officials in position, finish tape ready		Chief Finish
12:50	14:25	14:52	14:58	*Last athlete has completed 1 lap on the RUN, 1 lap to go		Chief Lap Audit
12:26	13:26	14:56	15:03	First athlete in finish		Chief Finish
tbd	tbd	tbd	tbd	Reconcile penalties: *Athlete's numbers #, didn't stop at the Penalty Box/All penalties served		Chief Penalty box
13:00	14:38	15:00	15:07	Last athlete in finish		Chief Finish
tbd	tbd	15:05	15:10	Results signed off		Referee
		15:30		Photographers are escorted from the photographers' stand to their ceremonies' location on the finish chute		Chief Finish
	15:35			Medal Ceremony		Chief Protocol
	15:35			TO's debrief		
	16:00			Bus #1 - Depart venue to hotel		All Officials
	18:00			Shuttle from Comfort Inn to venue for meetings		All Officials
	18:30			Grand Final Technical Officials Meeting - Amphitheatre		All Officials
	19:30			Paratriathlon technical officials course		All Officials
	21:15			Bus #2 - Depart venue to hotel		All Officials

- TD will share the officials' runs sheets with RD and other key volunteers
 - Run Sheets shared in advance with other officials
- TD will create officials' assignments
 - Communicate with other officials in advance of event (a month is a best practice)
- The TD will need to be able to reach the LOC/RD through communications equipment
- Officials' Bucket provides officials' radios, vests, thermometer, start horn, laser rangefinder, etc.
- All forms needed for the competition will be created and available
- Any unique event format and qualifying information is understood

Competition Jury

- Hears and renders decisions on Protests
- Available from time of briefing through to the end of the competition protest period
- Members
 - Technical Delegate
 - Chairs the Competition Jury and receives protests/appeals
 - TD is deemed to have no conflict
 - A representative of the host society
 - Avoid choosing the Race Director
 - A member of the governing body providing sanctioning - Executive Board or Council member





Technical Officials (TOs)

- Assigned by TD in consultation with HR
- Sector Chiefs
 - Swim/Bike/Run/Transition/Finish
 - Mount/Dismount Line
- Larger Events
 - Additional Chiefs (Penalty Box, Wheel Station)
 - Chief Assistants
- Responsible to be proactive in preventing rule violations
- Reports all violations to Head Referee
 - Document violations evidence in writing and/or photo
- For the RD and LOC: TOs are trained, experienced, informed volunteer supplement Providing value to LOC and participants

Competition Rules

- Applied appropriately for the event goals and participant levels
- Provide safety and protection
- Create an atmosphere of sportsmanship, equality, and fair play
 - Emphasize ingenuity and skill without unduly limiting the athlete's freedom of action
 - Penalize athletes who gain an unfair advantage
- Present a professional image

Officials Pre-Race Checklist: Officials' Meeting

- Wear credentials, hat, whistle, vest to identify yourself as an Official
- Distribute and Review Run Sheets
- Distribute Alternate Communications Information
- Officials Promote Safety and Fairness
 - Be proactive and educate whenever possible
- Agree on levels and degree of enforcement for event
 - Verbal warning/reminder
 - Stop/Start penalty...a short delay for infractions with explanation to competitor
 - Disqualification/for flagrant violations/Unsportsmanlike conduct
 - Distribute Radios or Review Use of Phone Apps WhatsApp, cell phones, Zello
 - Radio protocol review
 - Radio checks

Officials Pre-Race Checklist: TD

- Check that the emergency plans are ready to go
 - Check that EMS vehicle is in place and medical in place
- Communications system set up/checked
 - If there is a communication system TD should have a radio/cell phone
 - Does the communication system reach the far end of the course
- Timing is ready
- Meet with Race Director and volunteers prior to race start
 - Indicate they can report problems to you
- Meet with Competitors at Pre-race Meeting
 - Introduce TD and HR
 - Explain any items you see necessary
 - Make yourself available to competitors after meeting to answer questions

Officials Pre-Race Checklist: Chief of Swim

- Attend marine briefing
 - Procedures, assistance and communications protocols are discussed (with officials too)
 - Discuss all watercraft positioning and movement
 - False start and emergency procedures
- Open water
 - Conduct water/air temperature readings with results one hour before start
 - Swimmer audit procedures are known
 - Safety personnel are in place
 - Ensure lifeguards, media, and officials' boat positioning and movements are according to plans (including warmup area)
- Pool swim
 - Counters are in place, lifeguard is on duty

Officials Pre-Race Checklist: Chief of Transition

- Check flow pattern
 - Is flow clear to participants? Enough and clear signage
 - Is there enough room and space between racks/bikes
 - Are their designated racks for different heats (if applicable)
 - Is the transition area tidy?
 - Remove excess packs and bags/1 bin is okay
 - Signage for athlete path of travel
- Check transition officials/volunteers understand rules
- Check in and General Walkaround
 - Check bikes to see if they are in good condition and comply
 - Check helmets to see if they comply ie: proper chin strap
- Check mount/dismount line officials/volunteers understand rules
- Check that mount/dismount lines have been installed

Officials Pre-Race Checklist: Bike, Run, Finish

Chief of Bike

- Emergency evacuation procedures understood
- Motorcycle involvement communicated
- Coordination between bike officials understood
- Wheel stop set up, bike penalty box, aid station
- Course closure and volunteers in place



Chief of Run

- Course distance checked
- Ensure run route properly marked up
- Course setup and volunteers in place
- Aid station set up
- Penalty tent set up

Chief of Finish

- Setup, recovery area, and volunteers (including medical)
- Check with Timing

Officials Summary of Activities During Race

- Swim
 - Observe and coordinate swim, and advise volunteers
 - Close swim course after swim audit is complete
- Transition
 - Quick check bikes and helmets for late arrivals
 - Check for safety (e.g., any items left in the way)
 - Ensure that mount/dismount is properly managed
- Bike, Run
 - Observe course where possible
- Finish
 - All competitors finished and accounted for
 - Anyone left on the course
 - Results produced
 - Penalties posted
- All
 - Communicate Progress Regularly
 - Report violation to HR
 - Manage emergency issues
 - Ensure that volunteers are instructing athletes when necessary
 - Take notes or photos of problems/improvements for debriefing

Officials Post-Race

- Violation Report
 - Completed by the HR for the TD
 - Includes all Affected Racers: Number, Name, Violation
- Officials' Debrief Meeting
- Post Event Report
 - Completed by the TD
 - Includes feedback on event and violations
 - Other incidents reported
 - Report sent to STAC Director of Officials and Sanctioning
 - cc'd to STAC Executive Director
 - Report filed for reference by other officials
 - Final report forwarded to Race Director

Penalty

#95 - 15sec Swim

Cancellations, Course Changes and/or Postponements

- Inclement weather
 - Cold, snow, ice
 - 30/30 Lightning Policy
 - High Winds
- Course Conditions
 - Flooding
 - High Surf
 - Unsafe road
- Lack of effective management of a venue compromising safety
 - Competitors
 - Volunteers
 - Spectators

Break



Race Director Administration

- Complete and submit the Race Sanctioning
- Engage with assigned TD
- Set up Registration
- Course map designed, completed, approved, and posted on website once approved
 - Swim, bike and run courses
 - Transition area(s) including flow of athletes
 - Detail where your medical team will be headquartered
- Race Package
 - A race package, including course maps must be provided to each athlete. Since competitors are required to know the course in advance of race day, every effort should be made to make the course maps easy to read and self explanatory
- Vehicles for TOs
 - Chief Swim: boat to check water temperature day before race and before pre-race meeting. Boat on event day 1.5 hours before race start and for duration of race.
 - Chief Bike: Motorcycle with proper passenger seating and helmet (safety for both).
 - Chief Run: Bicycle with helmet if TO is not providing their own.

Event Sanctioning Overview

- Purpose

- To fulfill STAC insurance policy requirements as set out in the Associations' insurance policy
 - In order for our policy to cover the events, STAC must ensure that all required information and procedures are in place otherwise the insurance policy may not cover the event or a portion of the event
- To provide a safe and fair event for participants, volunteers, and spectators
- Provides a checks and measures system to assist the RD in avoiding oversights

- Process

- Head of the LOC applies to PSO (PSGB)
- Sanctioning form is completed by RD (Can always coordinate with TD prior to submission)
- STAC ED reviews and forwards to Sanctioning/Director of Officials
- PSO assigns a TD and notifies the RD
 - TD and RD reach out to each other
- TD reviews the sanctioning form
 - Preliminary Sanction Document review and approval prior to registration opening
- TD provides ongoing race support including finalization of race sanctioning document
- TD guides RD and provides race briefings
 - TD assigns a HR and Competition Jury
- TD provides post event reports to the PSO

General Event Guidelines

- Age categories must comply with PSO/Tri Canada/World Triathlon standards
 - Athlete age as of December 31st
 - PSO Appendices X (Age Group), Y (Youth), and K (Penalties)
- Prizes and awards must be of equal distribution
- Race Timing Systems
 - Timing Chips, Manual Timing
- Bib Numbers and Race Numbers for Athletes
 - Both Arms. Age Group/gender on back of calf. Bibs mandatory on r
- Communications
 - Announcer and Public Address System
 - LOC Radio System (Including Medical)
- Pre-race meetings
 - On-site. Recommended also a day (or two) prior to event
 - For Participants: applicable rules, event layout, race course, weather, medical, key individuals
 - For Volunteers: Coordinate and direct the race segment actions



Environmental Hazard Mitigation

- Obstacles
- Cords
- Wires
- Holes / Gravel
- Glass
- Wild Life
- ??



Communications

- Race Headquarters
 - Must be linked to all aspects of the race
 - Located near the medical headquarters near the finish line area.
 - Includes course maps and relevant details
- Must have two-way communication between key members
 - RD
 - TD
 - Headquarters
 - Medical tent
 - Swim course
 - Transition
 - Bike course
 - Run course
 - Roving communication
 - Security



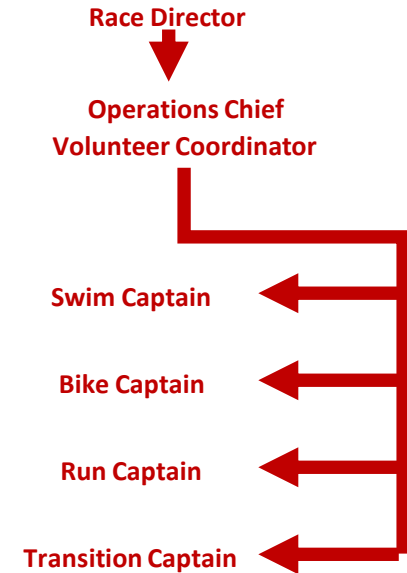
Volunteers

- Carefully consider your volunteer base and where you place volunteers in your race.
 - Your volunteers should feel confident in speaking with participants, stopping vehicles and alerting drivers to the race course
 - Volunteers with less experience should be placed appropriately
- Encourage them to thank the drivers, observers, etc. first, and then provide the information about the race.
- At all times volunteers should be aware of the scope of their responsibilities and an information source should they have questions
- Provide Identifying Clothing
 - T-shirts, vests, or hats and athletes are to be notified at race briefing of identification
- Communications
 - Radios, WhatsApp, cell phones, Zello

Volunteer Activities

- LOC Captains
- Course
 - Set up/Tear down
 - Major intersections
 - Consider Traffic Control/Police
 - Control spectators
 - Course turns
 - Aid stations
 - Transition Zone Security
 - Vehicle drivers (boat / moto)
- Athlete Services
 - Package pickup/check-in/Body marking
 - Questions
 - Food Services
- Volunteer Services

LOCAL ORGANISING COMMITTEE (LOC)



Transition Area Setup

- The surface must be hard, flat and smooth
- Security
 - Perimeter fencing
 - Athlete number matching to bike
 - Officials and volunteers
- Racks
 - Rack sections of 3 metres: 3 bikes per side
 - 5 metre space between rows
 - Elite: buckets
- Bike Mount and Dismount
 - Lines clearly marked with red and green tape
 - Dismount line will be preceded by a clear area no less than 5 metres in length

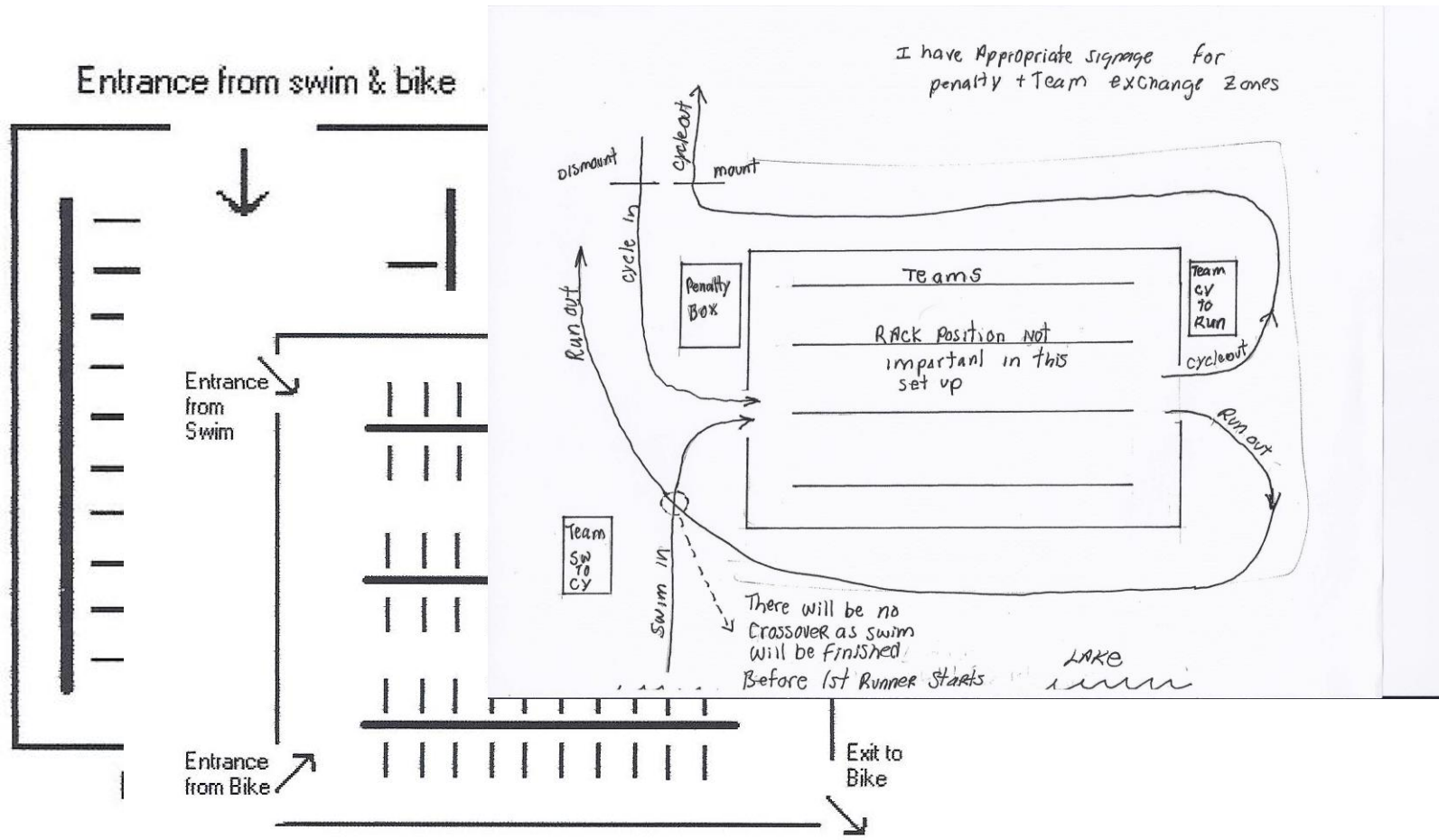


Transition Area Setup

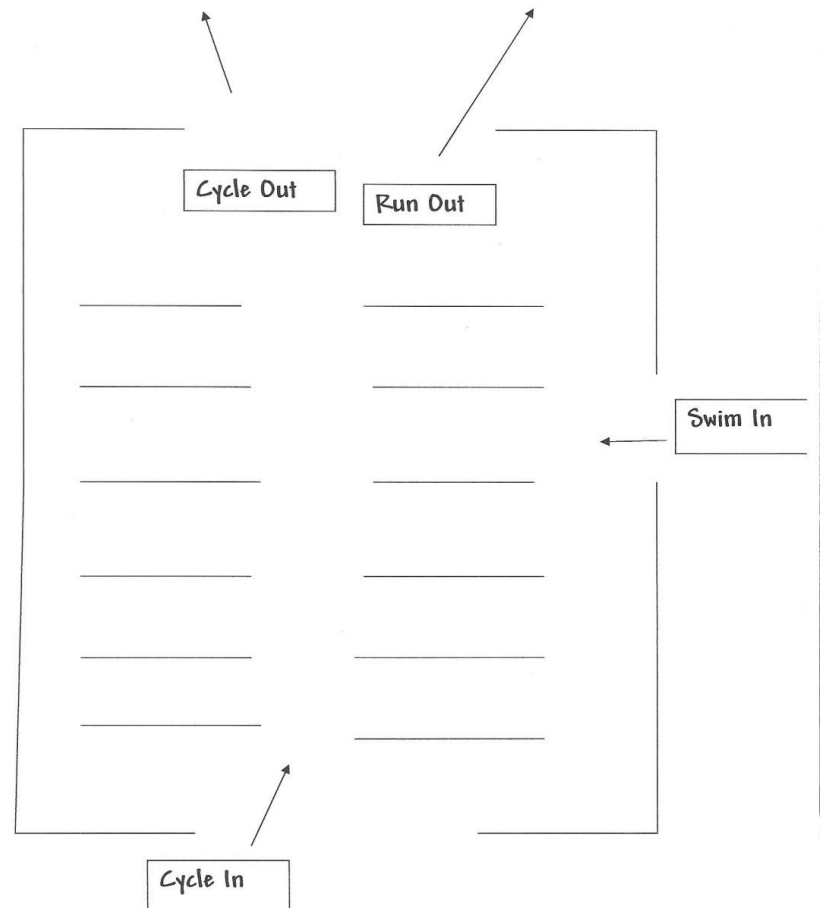
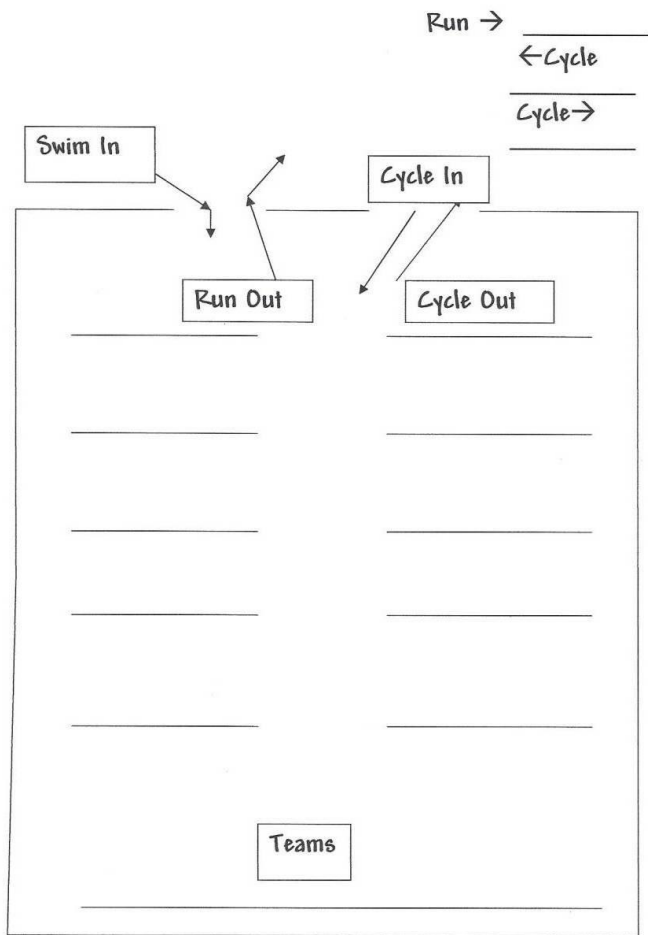
- You must ensure that there is one washroom per 30 competitors in the vicinity of the transition zone (within 200 meters)
 - Have two or more toilets located directly inside or adjacent to TZ
 - Include glasses table between swim and transition
- Transition Area Design
 - Clearly mark entrances and exits
 - The cycle and run portions will not cross
 - Ensure that all competitors run with bike an equal distance



Transition Design



Transition Design Issues



Medical

- Qualified medical person
 - Includes lifeguards and open water rescue
- Designated hospital
- Equipped ambulance at race site
- Ambulance has direct access to medical headquarters
 - Medical tent/area
 - First aid supplies
 - Medical personnel and equipment at the discretion of MD
- Medical spotters
 - Surveillance plan [underwater]
- Evacuation Plan [medical]
- Communications equipment
- Account for the possibility that volunteers and spectators may require medical attention



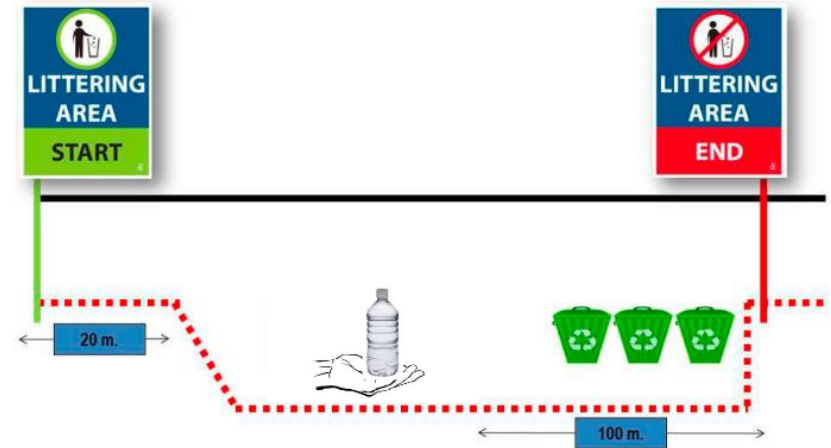
Aid Stations

- Locations

- On bike – every 15km for long event
- Run – every 2 km minimum
- Finish Line area

- At Aid Stations

- Clearly Separate Water from Other Fluids
- Provide Aid from Both Sides of Running Path
- Volunteers Hold Cups/Bottles by bottom for Easy Grasp by Athlete
- Let Athletes Come to Volunteers
- Athlete to Throw Waste Prior to Leaving Aid Area



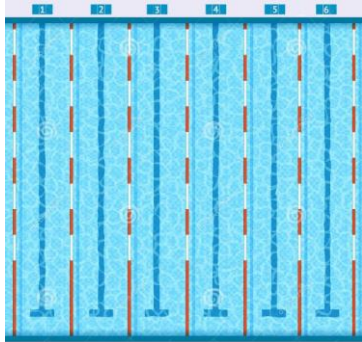
Pre-Race Briefing

- Ideally held the day before the event so athletes can prepare for event and changes
 - May only (or also) held on-site on race day
- Briefing will include:
 - Identification of Key Personnel
 - Event Layout
 - Parking, Swim Start, Transition, Athlete Services
 - Course description with known hazards
 - Location of medical
 - Schedule with start information
 - Weather forecast
 - Pre-race provisional water temperatures
 - Wetsuit mandatory/optional/forbidden rules
 - Rules (e.g., drafting)
 - Application of rules
 - Dope testing
 - Time, place, and procedure for Protests/Appeals
 - Competition Jury Information
 - Awards info
 - Opportunity for questions from Athletes and Coaches
- Officials and LOC Should Attend to Have Understanding Consistent with Athletes/Coaches



Transition Spot Athlete Issues





Swim

- Turns Buoys
 - Laser and GPS measurements
 - Consider setting up marker buoys a day in advance
 - Buoys should be all left or right only
 - 1st turn – 350m, 2nd turn 100m
 - Sighting buoys every 100m
 - No turns more than 90 degrees
- Water quality within specifications
- Swim caps worn and numbered on both sides
- Open Water Temperature
 - Provisional water temperature taken 24 hours prior to TD
 - Temperature again 1 hour prior to race to HR
 - Wetsuit temperature rules. Wetsuit decision by HR

Open Water Temperatures: Wetsuit Allowance



Elite, U23, Junior and Youth athletes:

Swim Length	Forbidden	Mandatory*
Up to 1500m	20 °C and above	15.9 °C and below
1501m and longer	22 °C and above	15.9 °C and below

Age-Group from the youngest to 55-59 category:

Swim Length	Forbidden	Mandatory
Up to 1500m	22 °C and above	15.9 °C and below
1501m and longer	24.6 °C and above	15.9 °C and below

Age-Group from 60-64 category to the oldest:

Swim Length	Forbidden	Mandatory*
All distances	24.6 °C and above	15.9 °C and below

Swim Start

- A warm-up area separate from the swim course is recommended
- On-Water Support
 - 1 lifeguard to 50 competitors
 - Each boat equipped with communications
 - Minimum 4 kayaks/paddleboards/boats with a plan in place
 - Turn buoys monitored with SUP/kayak on inside
- Prestart – Open Water
 - Swimmer in/out audit
- Start
 - Equal start position
 - Swim start minimum 30 m wide
 - Maximum 150 competitors per heat
 - “In the hands of the starter”
 - “On Your Marks”, Horn
- False Start Procedures





Head Referee Penalty Decision: Transition and Helmet

- You are a Head Referee for a Sprint distance event.
- Chief of Transition calls in a helmet not put on before taking bike in T1. Information to be collected, ruling, and why for:
 - Age group club event
 - Junior National event

Bike

- No crossovers
- Out and back courses separated
- Smooth surface
- Local police notified. Permits granted
- Distance markers every 5km if possible
- On sharp turns and dangerous objects, straw bales or other safety devices will be utilized
- Police or race volunteers at every intersection
- Railroad tracks covered with thick rubber matting
- Corners and high-speed areas must be swept clean of debris
- Cycle course will avoid overlapping the run course
 - Overlap common in Elite events (first runner, last biker lap-out)



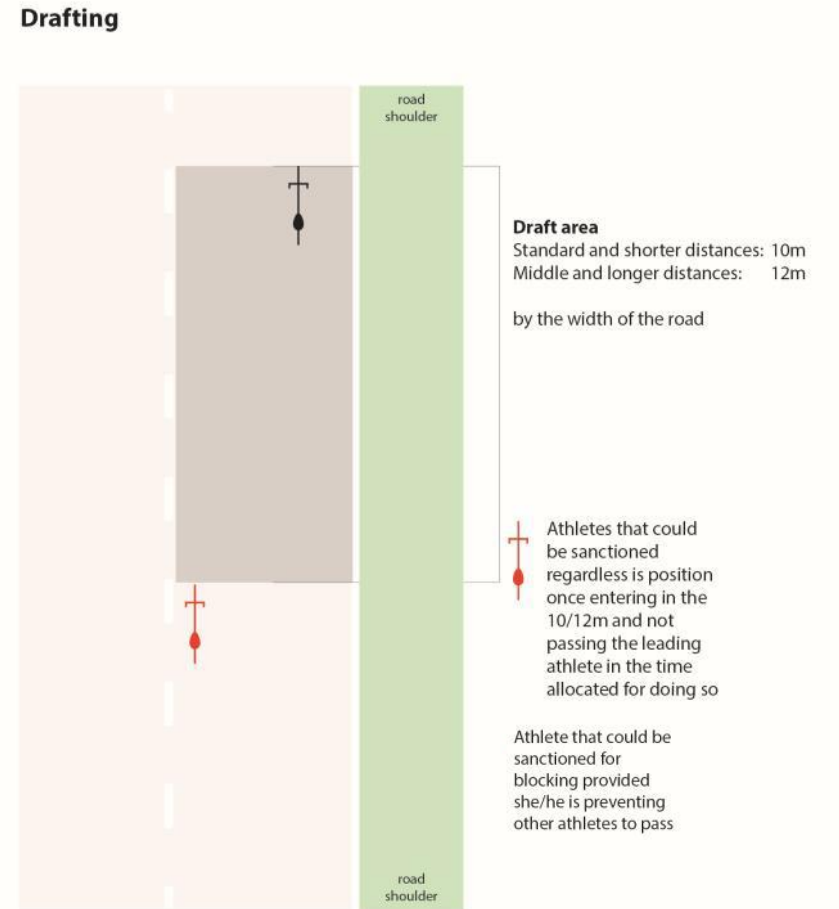
Bike

- Traffic Control - Major intersections
 - Lights and major highway intersections require four volunteers plus police control
- Minimum of one sign per intersection warning motorists of “Race in Progress”
 - If more than one sign is placed at one intersection each one is to be spaced 50 meters apart warning motorists of “Race in Progress”.
- Turn around points should have a minimum of three signs on each
- Motos and TOs
 - Arrange helmets and proper passenger seats
 - Moto briefing
 - Pairing TOs and motos
 - Avoiding drafting
 - Bikes can be faster than motos in certain course areas!



Bike Conduct: Non-Drafting Rules

- Role of the drafting zone is:
 - Safety
 - To prevent another competitor gaining unfair advantage
- Drafting Zone
 - A rectangle surrounding every bicycle and vehicle.
 - Front of wheel to front of wheel
 - \leq Standard 10m, \geq Middle 12m
 - Vehicles: 35 m, Motorcycles: 15m
- Lead cyclist has right of way
 - However, no blocking!
 - Pass on left – “Passing on Left!”
 - Allowed 20/25 seconds to pass through the zone.
 - Passed cyclist must fall back out of draft zone within same allotted time making continuous rearward progress
- Applying the Penalty
 - Penalty Box
 - Time Served





Head Referee Penalty Decision: Drafting

- You are a Head Referee for a Sprint distance event.
- Chief of Bike calls in drafting penalty.
- Information to be collected, ruling, and why

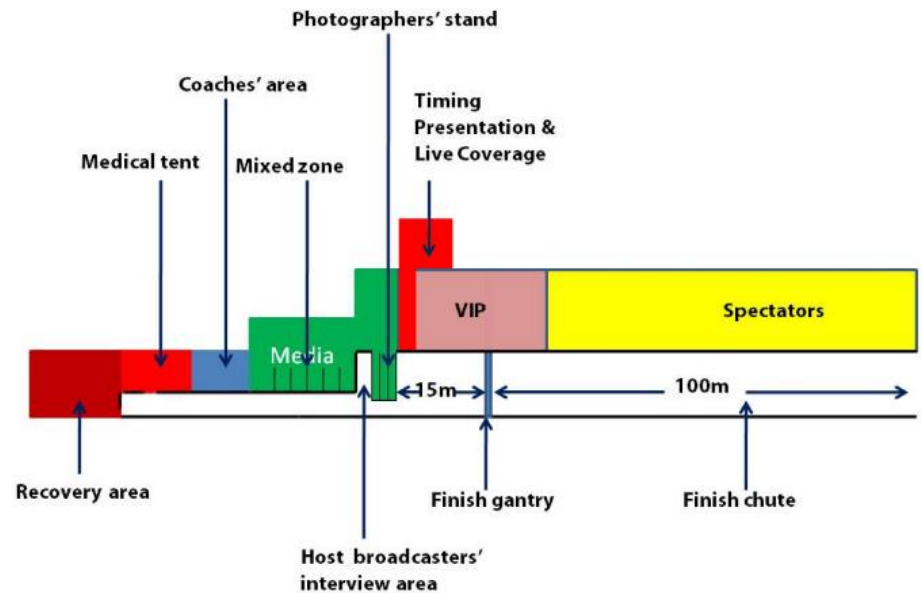
Run

- No crossovers between bike and run course
 - Common in Elite events (1st runner, last biker)
- Strive for distance markers every 1km
- A lead bicycle used (>100m in front of athlete)
 - Trailing bicycle to sweep last runner
- Police or trained volunteers at all intersections
- Clearly marked for course and turnaround
 - Traffic cones every 10m where no road lines
- Aid stations maximum 2km apart
- Fencing leading to finish area
- Penalty tent with approaching signs and penalty board
- Areas of spectator involvement controlled (e.g., crosswalks)

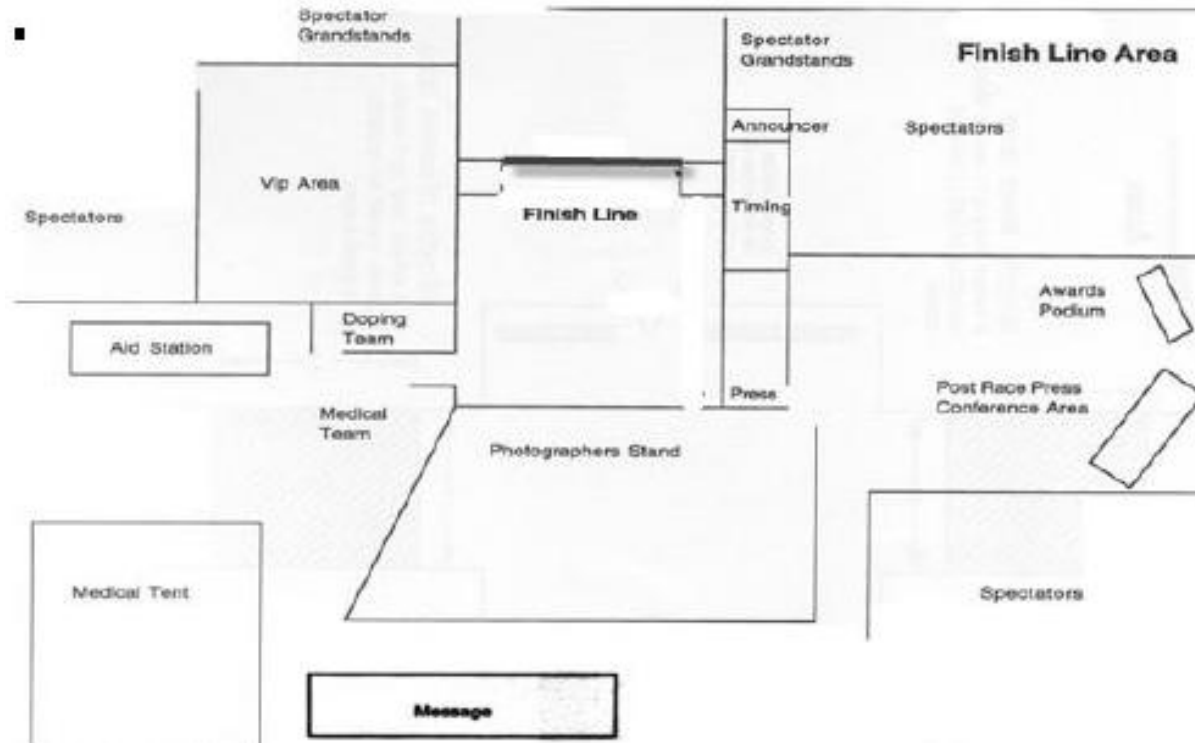


Finish

- The finish must be completely secured with a solid fence and security personnel
- Authorized personnel only in this area (keep out of the way!)
- Finish line gantry ideally at least 2.5 m high
- A white finish line at least 50mm in width
- Banner
- Tents for the following:
 - Results, timing communication
 - Medical
 - Officials
 - Announcing
 - Post race fluid / food
 - Massage

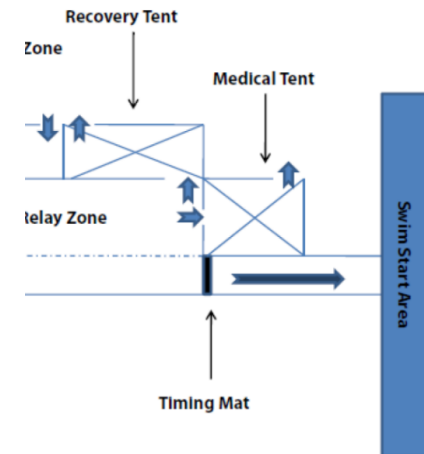


Finish Area Example



Relays

- Formats: 3X, 4X, 2X2
 - Adult and Elite
 - Shortened Swim/Bike/Run
 - Officials Coordinate Teams
 - Must Tag in Relay Area
 - Penalty Outside of Relay Area
 - DSQ if No Tag
 - Athletes May Need Medical
 - Remove Chips as Participants Finish Their Leg
- Age Group Individual Discipline Relay
 - 'Normal' distance for each
 - Relay area inside transition near entries





Head Referee Penalty Decision: Dismount Line

- You are a Head Referee for a Sprint distance event.
- Chief of Dismount Line calls in athlete dismounting after the line.
- Information to be collected, ruling, and why for:
 - Age group club-level event
 - Junior National event

Awards and Banquet

- Awards to top 3 finishers all categories
 - PSO Rules: No ranking or podium medals for under age 12
- Post-race food for athletes only - adequate food
- Post-race awards ceremony
 - Alternate location for inclement weather or outside
- Thank sponsors, volunteers, key personnel, etc.

Break



Protests

- Protest Jurisdiction:
 - Drafting penalties cannot be protested
 - A time penalty cannot be protested once served

Protest Time Windows

- Concerning Eligibility, Start List, Field of Play
 - In writing to the HR by 8 p.m. the day before the competition
 - Competitor may compete with decision being made prior to results announced
- Conduct of an Athlete, Athlete Equipment
 - Elite: Announce 5 minutes of protester/protestee finish (whichever is later) + 15 minutes for documents to HR
 - AG: As above with timing of 15 and 30 minutes
- Conduct of at TO, Accredited Coach/Personnel
 - Elite: Announce 5 minutes of competition end + 15 minutes for documents to HR
 - AG: As above with timing of 15 and 30 minutes
- Decisions by HR
 - Elite: Announce 5 minutes of protester finish or posting of HR decision (whichever is later) + 15 minutes for documents to HR
 - AG: As above with timing of 15 and 30 minutes
- Protests Concerning Results
 - Elite: Announce 5 minutes of posting of results + 15 minutes for documents to HR
 - AG: As above with timing of 15 and 30 minutes

Competition Jury

- Form from HR
- Submitted to TD
- Submission Information
 - Name, address, telephone # of APPLICANT
 - Alleged rule or procedure violation
 - Location and approximate time
 - Person(s) involved in infraction
 - Statement diagram of the alleged violation
 - Witness(es) names and contact information
 - Rationale for and summary of the protest

Appeals

- Decisions made by Competition Jury
- Submitted to PSO Sanctioning Body
 - See PSO rules

Case Studies

- Consideration by TO and HR
 - Type of event
 - Safety, fairness, correctable
 - Teachable versus penalizing
- Strategies for Adjudicating
 - Proper process including time windows for notification/submission
 - Remove irrelevant
 - Specific rule in violation, penalty, race context
 - Advantage gained

Case Study 1

- Provincial Team Qualifier
- The end of the handlebars on the 1st place finisher's bike were not plugged during the event
- The 2nd and 3rd place finishers filed a joint protest of illegal equipment against the first place finisher
- She was not aware of the rule prior to the pre-race briefing held 5 minutes before the race. She approached a transition marshal who told her not to worry about it

Case Study 2

- Kids of Steel race
- Points towards provincial title on the line
- A father coach protests against his son's loss to two individuals who allegedly did not swim the entire swim course. He has two witnesses including one lifeguard
- The water was cold and deep (neck height)
- The protesters son started the run in the lead but walked over half the course.

Case Study 3

- An athlete protests against the course conditions after his foot was caught between two rocks at the swim start causing irritating abrasions and not allowing him to complete the run.
- He was favored to win the event and clinch a provincial team spot.

Case Study 4

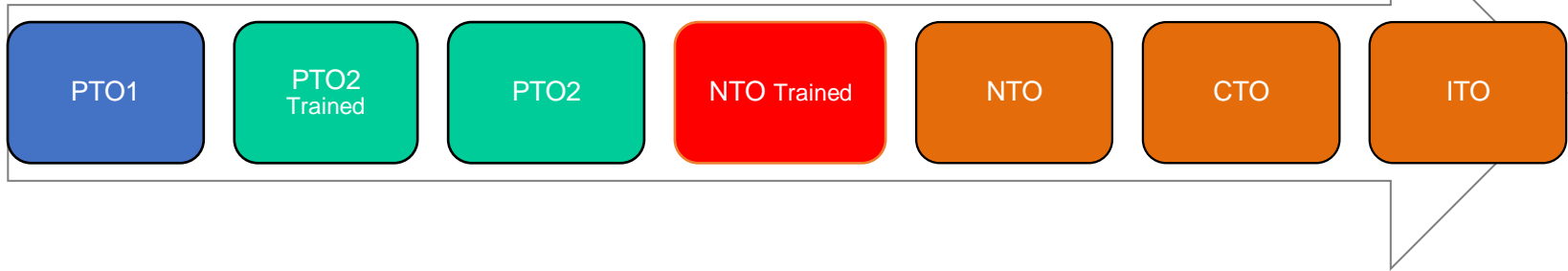
- Air Temperature was 30c
- Age group recreational event
- Athlete said there was no one that said the suit need to be zippered on top
- The athlete photo was not discovered until the next day



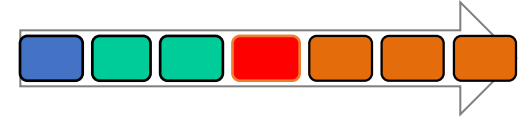
Take it to the Next (Official) Level!



STAC Officials Development Path



Level	Eligible Duties	Prerequisites	Training/Certification	Validation
PTO I	<ul style="list-style-type: none"> Developmental events: Official, Chief of Age Group, Provincial and higher: Official 	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> STAC PTO I Course 	<ul style="list-style-type: none"> Annual review of rule changes Retake PTO I every four years
PTO II	<ul style="list-style-type: none"> Developmental events: TD, Chief of Age Group events: TD Provincial qualifier and higher events: Chief of, Official 	<ul style="list-style-type: none"> PTO I with 10 points within the previous 2 years 	<ul style="list-style-type: none"> STAC PTO II Course STAC PTO II Mentorship STAC Officials Committee Certification 	<ul style="list-style-type: none"> Annual review of rule changes Retake PTO II course every four years 40 points over 4 years (otherwise drop to PTO I and retake full PTO II training/certification)
NTO, CTO, ITO	<ul style="list-style-type: none"> STAC Officials Committee Member Any Provincial and STAC National Qualifier events: TD/HR, Chief of 	<ul style="list-style-type: none"> PTO II STAC Recommendation to Triathlon Canada 	<ul style="list-style-type: none"> Refer to Triathlon Canada training and certification criteria 	<ul style="list-style-type: none"> 1 PSO event per year Refer to Triathlon Canada validation criteria



PTO/World Triathlon Officials Appointments

Race Type		Local	Prov Champs Regional Qualifier	National Champs	Cont. Cup	Cont. Champs World Cup	WTS	Major Games WTS Grand Final
Position	TD	PTO2	NTO	NTO	CTO	CTO	ITO	ITO
	aTD		PTO2	PTO2	NTO	NTO	CTO	CTO
	HR		PTO2	NTO	NTO	NTO	CTO	ITO
	Sect Lead	PTO1	PTO1	PTO2	NTO	NTO	NTO	CTO
	TO	PTO1	PTO1	PTO1	PTO2	NTO	NTO	NTO

Tri Sask Officials' Development Path

Level	Responsibilities	Prerequisites	Training	Validation
PTO I	<ul style="list-style-type: none"> Developmental: Official, Chief of Age Group, Provincial and higher: Official 	None	STAC PTO I	<ul style="list-style-type: none"> Retake PTO I every four years
PTO II	<ul style="list-style-type: none"> Developmental: TD, Chief of Age Group: TD Provincial qualifier and higher: Chief of, Official 	<ul style="list-style-type: none"> PTO I with 10 points in previous 2 years 	STAC PTO II	<ul style="list-style-type: none"> Retake PTO II every four years 40 points over 4 years (otherwise drop to PTO I and take PTO I course)
NTO, CTO, ITO	<ul style="list-style-type: none"> STAC Officials Committee Member All Provincial and National events: TD/RR, Chief of 	<ul style="list-style-type: none"> PTO II STAC Recommendation to Triathlon Canada 	<ul style="list-style-type: none"> ITU NTO Level 1 Seminar Pass open book exam ITU event officiated within 6 months 	<ul style="list-style-type: none"> 200 points over 4 years 1 PSO event per year Refer to Triathlon Canada validation criteria



World Triathlon Officials Development Path

Certification Level	Responsibility at Event			Pre requirements to access the level seminar	Evaluation	Area of Training	Courses conducted by	ITU Sport Department's Involvement	Validation
	as Technical Delegate	as Referee or Chief Technical Official (e.g. Chief Swim, etc)	as Assistant Technical Official						
Level 3 (ITO)	All events	All events	All events	<ol style="list-style-type: none"> Two (2) years minimum as CTO level. Minimum four (4) ITU Events within four (4) previous years as Technical Delegate, with at least one of these assignments, the year before the seminar. 	<ol style="list-style-type: none"> Attend the Level 3 Seminar successfully Pass the exam 	<ul style="list-style-type: none"> World Cups & World Triathlon Series Technical Requirements Multisport World Championships Technical Requirements Case studies from previous World Championships, World Cups & Major Multisport Events Olympic Games – Paralympic Games – Youth Olympic Games Policies & Procedures Case studies from previous Olympic Games Sustainable and Eco - friendly events Paratriathlon operations 	Level 3 Technical Official certified as Facilitator	ITU will provide materials and assign the facilitator. Seminar hosted by ITU every 4 years per continent.	Every 4 years must attend a seminar at the appropriate level. Otherwise the TO may either remain active* by dropping one level, or remain inactive with an honorary status. Returning to the active status will need to comply with the evaluation conditions.
Level 2 (CTO)	Multisport Continental Championship, Continental Cup, Multisport Series Events	World Triathlon Series, Multisport Championships, World Cup, Triathlon Continental Championships	All events	<ol style="list-style-type: none"> Two (2) years as NTO Minimum four (4) ITU Events within four (4) previous years, 	<ol style="list-style-type: none"> Attend the Level 2 Seminar successfully Pass the exam 	<ul style="list-style-type: none"> Event Organizer Manual Training on all technical documentation Case studies from previous Multisport Continental Championships, Continental Cups and Minor Multisport Games 	Level 3 Technical Official certified as Facilitator	ITU will provide materials and assign the facilitator. Seminar hosted by ITU or Continental Confederation on annually basis	Every 4 years must re-validate his status through the ITU development e-platform. Otherwise the TO may either remain active* by dropping out of the system, or remain inactive. Returning to the active status will require complying with the evaluation conditions.
Level 1 (NTO)	National Events	Multisport Continental Championships, Continental Cup, Multisport Series Events	World Triathlon Series, Multisport Championships, World Cup, Triathlon Continental Championships	<ol style="list-style-type: none"> National Federations' Criteria will apply confirming that the participant has an active participation nationally as official. Alternative, the participant should have attend an ITU Community level seminar or officiate in an ITU event in the last two (2) years. 	<ol style="list-style-type: none"> Attend the Level 1 Seminar successfully Pass the open book exam Practice on an ITU event within 6 months from the seminar's date 	<ul style="list-style-type: none"> ITU Competition Rules Case studies Technical Official Guide 	Level 2 or 3 Technical Official certified as Facilitator	ITU will provide materials and assign the facilitator. Seminar hosted by ITU, Confederations or NF	Every 4 years must re-validate his status through the ITU development e-platform. Otherwise the TO may either remain active* by dropping out of the system, or remain inactive. Returning to the active status will need to comply with the evaluation conditions.

*Remaining active means to officiate at least on one ITU Event per four calendar years.

Official's and Race Director's Resources

- STAC Officials Resources
 - Web Site: www.trisask.org
 - Development Training and Validation Policy; Reimbursement Policy
 - Officials Director: Vacant
 - STAC NTOs Dennis Minielly
- Tri Canada Officials Information
 - Web Site: triathloncanada.com
 - Subscribe to Email Newsletter
- World Triathlon Officials Information
 - Web Site: triathlon.org
 - Annual Rules Update: November/December (plus ad hoc updates)
 - Event Organizers Manual
 - Subscribe to Email Newsletter

The End!

