

ELITE NATIONAL COMMISSAIRE

The qualification of "Elite National Commissaire"

The UCI Management Committee, at the request of several National Federations, has decided to establish the new qualification of "Elite National Commissaire" (ENC) with a status between that of National and International Commissaire.

The main aim is to assist National Federations in improving the skills of their National Commissaires on the basis of the application of the UCI regulations in the different disciplines. The National Federations have two objectives:

- For Commissaires with an improved skill set to be available for appointment to national and international events within their countries,
- To be able to put their Commissaires forward for the pre-selection examination for the International Commissaire training and examination programme.

Conditions required to establish ENC training and examination

a) All candidates wishing to take the pre-selection examinations for International Commissaire courses must be qualified as an **Elite National Commissaire** from 1 January 2014.

Article 1.1.054 of the UCI Regulations, which establishes the conditions for admission to the International Commissaire selection procedure, has been amended.

b) The Elite National Commissaire course will be open to candidates who have previously completed the training and successfully passed the examination for **National Commissaires**, as approved by the UCI. The **Instructor** for the course **shall be appointed by the UCI**.

A **second instructor, a UCI International Commissaire**, shall be appointed by the National Federation from among those **national instructors approved by the UCI**, and shall be in attendance throughout the relevant training.

c) The **standard course resources** will be provided by the UCI **in French and English** for each discipline. For Federations whose national commissaires do not speak English or French, the training documents shall be sent before the training course in order to be translated into the local language. An instructor/translator should be available in order to translate the course.

d) Elite National Commissaire training will be available, upon request to the UCI, from 1 November 2011 for **Road and MTB**.

e) The **course will last** 4 days (3 days training + 1 day written and oral examination) for Road and 3 days (2 days training + 1 day written and oral examination) for MTB.

f) A **minimum of 10 participants** will be required for a training course to take place. We would encourage National Federations to organise joint training sessions involving several (neighbouring) Federations in order to share the associated costs. The conditions for acceptance onto the Elite National Commissaire course shall be established by each National Federation.

g) The organising National Federation shall send an official request to the UCI **at least 4 months** before the scheduled date of an Elite National Commissaires course. The organising National Federation shall pay all the expenses of the instructor appointed by the UCI (travel and accommodation costs and a daily remuneration according to the prevailing UCI financial obligations).

h) The **National Commissaires** courses that have been held up to now will remain valid for gaining access to the various pre-selection examinations for international courses **until 1 January 2014**.

ROAD – Programme of the Elite National Commissaire course

Note: the training and examination programmes described below represent the basis agreed by the Commissaires Commission.

- 1st day**
- Welcome of participants
 - 9:00 – 10:00 → Presentation of the training programme and examination
 - 10:00 – 10:30 → **Module 1 – General Regulations**
 - Topic 1: Organisation Diagram of UCI Structures
 - Topic 2: A Commissaire's Career Plan
 - Topic 3: Code of Ethics
 - 10:30 – 10:45 → Break
 - 10:45 – 12:30 → **Module 1 – General Regulations**
 - Topic 4: Regulations
 - Topic 5: Licences (issuing, categories)
 - Topic 6: The Commissaires' Panel and the Allocation of Tasks
 - 12:30 – 14:00 → Break - lunch
 - 14:00 – 15:45 → **Module 1 – General Regulations**
 - Topic 7: The Organiser's Administrative and Technical Procedures
 - Topic 8: Event Technical Guide
 - 15:45 – 16:00 → Break
 - 16:00 – 17:30 → **Module 2 – Checks and meetings before the event**
 - Topic 9: Information Gathering and Preparing the Event
 - Topic 10: Relations with the Organiser
 - Topic 11: Team Managers' Meeting
- 2nd day**
- **Module 3 – Implementation of Sporting Control during the Event**
 - Topic 12: Organisation of Sporting Control before the Start Proper
 - Topic 13: Positioning of Vehicles when under Sporting Control
 - 9:00 – 10:30
 - 10:30 – 10:45 → Break
 - 10:45 – 12:30 → **Module 3 – Implementation of Sporting Control during the Event**
 - Topic 14: Sporting Management of the Race: Race Situations
 - 12:30 – 14:00 → Break - lunch
 - 14:00 – 15:30 → **Module 3 – Implementation of Sporting Control during the Event**
 - Topic 14: Sporting Management of the Race, Race Situations (continued)
 - 15:30 – 15:45 → Break

- 15:45 – 17:00 → **Module 3 – Implementation of Sporting Control during the Event**
- Topic 15: Respecting the Regulation for Press Employees
 - Topic 16: Special Points for Sporting Control
 - Topic 17: Final Phase of a Race and Finish
 - Topic 18: Race Headquarters Activities after the Finish

3rd day → **Module 4 – Prologue and Time Trials**

- 9:00 – 10:30 - Topic 19: Special Regulations and Organising a Time Trial
- Topic 20: Sporting Control Procedures for Time Trials

- 10:30 – 10:45 → Break

10:45 – 12:30 → **Module 5 – Equipment and Clothing**

- Topic 21: Equipment
- Topic 22: Checking Clothing

- 12:30 – 14:00 → Break - lunch

14:00 – 15:30 → **Module 6 – Anti-Doping Control**

- Topic 23: The Fight Against Doping
- Topic 24: Anti-Doping Control Procedure

- 15:30 – 15:45 → Break

- 15:45 – 17:00 → Question and answer session with the participants

4th day

Examination of Elite National Commissaire for Road

- 9:00 – 9:30 → Written examination: general regulations, anti-doping control
(candidates called at 8:45)
- 9:30 – 10:00 → Break
- 10:00 – 13:00 → Written examination – Road
- 13:00 – 14:00 → Break - lunch
- 14:00 – → Oral examination 15' (schedule depending on number of candidates)

Reference documents

UCI Regulations, Parts I, II, XII (excluding sections relating to the World Championships and Olympic Games).

Guide for Elite National Commissaires.

Practical Guide for Commissaire in Road Events, Practical Guide for Timekeeper, Practical Guide for the Finish Judge, Practical Guide for the Motorcycle Commissaire.

Organiser's Guide.

Examination

The answer papers are anonymous. The candidates draw a number that is noted on their copy.

- The examination comprises three parts:
 - a first written part concerning the general regulations,
 - a second written part, specific to road events,
 - a third oral part, specific to road events.

First written part: administrative and technical considerations

- questions to check knowledge of the regulations,
 - general regulations,
 - anti-doping control.

Second written part: specific to road events

- **questions** to check skills regarding the sporting procedure of an event, including:
 - establishing and drawing up a plan of all the tasks to be carried out for the various meetings (with the organiser, team managers, Commissaires' Panel, etc.)
 - coordinating and implementing sporting control.
- a **practical example** allowing capabilities to be checked when faced with complex situations, concerning:
 - intervening in race situations
 - dealing with race incidents,
 - methodology for drawing up or checking classifications.

Third part: oral examination

- The questions asked should allow an assessment of the candidate, as follows:
 - his or her knowledge of the regulations, always relating the questions to actual race situations to better express the pressures encountered,
 - the candidate's manner of communication (oral expression).

Examination subjects	Questions	Duration	Dates Times	Points
General written part				
- General Regulations	4	30'		20
Written part – Road				
- Procedures during an event	5	3 hrs		20
- Practical Example	1 topic			20
Oral part - Road	5	15'		30
Pass mark for Elite National Commissaire: 60% of points		3 hrs 45'		total 90 60 minimum

NATIONAL ELITE COMMISSAIRE COURSE

Road – 16/19.06.2012

~~**Mountain-Bike – 20/22.06.2012**~~

Kuala Lumpur – Malaysia

*Choi, B.W
ACC
3 Corrections made.*

- Date of the course → Road – 16th to 19th June
→ ~~Mountain-Bike – 20th to 22nd June~~
- Date arrival → 15th June
- Date departure → ~~23rd~~ June
20th

09.03.2012	Mailing to NF's
23.04.2012	Booking of the hotel
15.05.2012	Confirmation of the participants
20.05.2012	Confirmation of the instructors Logistics needs
16.06.2012	Start of the course



CURRICULUM VITAE OF THE CANDIDATE

Please add your photo

Private information

Name :

First Name :

Date of birth :

Nationality :

Profession :

Cycling Function :

Language speaking :

Language written :

Contact information

Email address :

Mobile phone N° :

Sportive profile

Experience as Commissaire :

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NATIONAL ELITE COMMISSAIRE COURSE



How many races arbitrated per month/per year:

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Others:

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Name of the NF :

Date :

Signature :

Please return the application form before the 15th May 2012 to the ACC – accycling@yahoo.co.kr - with copy to the UCI - Mrs Dominique Raymond - dominique.raymond@uci.ch

D-f