



NATIONAL ASSIGNMENTS: CX COMMISSAIRE

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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 Cyclo-Cross races.

2.

PRINCIPLES All persons wishing to be assigned by the CCOC to national and international level Cyclo-

- 2.1 Cross 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 Cyclo-Cross Commissaires resident in Canada, as well as International Cyclo-Cross Commissaires, who are eligible to be assigned to National and International level Cyclo-Cross events by CC, through the CCOC.

This policy does not describe the process for the assigning of commissaires by the UCI or by a PSO.

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 Cyclo-Cross Commissaire:** A Cyclo-Cross commissaire who has followed an accredited National Commissaire course, and has met the requirements of becoming a

National Level Cyclo-Cross Commissaire as defined by the CCOC and is on the current list of National Cyclo-Cross Commissaires.

- 4.6 Elite National Cyclo-Cross Commissaire:** pending adoption by the UCI for Cyclo-Cross.
- 4.7 International Cyclo-Cross Commissaire:** A Cyclo-Cross commissaire who has been awarded the status of International Cyclo-Cross Commissaire by the UCI and is on the current roster of approved International Cyclo-Cross Commissaires.
- 4.8 National Race:** A Cyclo-Cross 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.
- 4.9 International Race:** A Cyclo-Cross 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 Cyclo-Cross commissaires who are capable of properly exercising the role of a nationally assigned commissaire at a Cyclo-Cross 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(s) responsible for commissaires. The CCOC retains final approval authority.

6. PROVISIONS

6.0 AVAILABILITY

- 6.0.1** The CCOC must indicate the allocations available to the commissaires according to 3.1.
- 6.0.2** Available assignments must be classified by zone.
- 6.0.3** Commissaires must indicate their availability for assignments to the CCOC based on the zone in which they reside and with the CCOC specifications. For development purposes, Commissaires may also indicate their willingness to attend events outside their zone.
- 6.0.4** Only Commissaires who have indicated their availability shall be considered for the assignments except when an assignment is made for developmental reasons.

6.1 ASSIGNMENT PROCESS NATIONAL EVENTS

- 6.1.1 For those events, only the President of the Commissaire Panel will be assigned by the CCOC.
- 6.1.2 It is possible that other positions could be assigned by the CCOC should a province not have enough experienced and qualified officials to fill in all required positions.
- 6.1.3 For nationally sanctioned events that hold a C2 status of higher will have the President of the Commissaires Panel assigned by the UCI, with all remaining members assigned by the CCOC. The CCOC will make every effort to assign officials with reasonable previous experience. Experience is gained by performing other roles on the Commissaire Panel such as Secretary, Starting Commissaire, and Finish Line Commissaire.
- 6.1.4 In assigning commissaires, when possible, effort will be made to assign commissaires reasonably close to the event in order to keep travel costs to a minimum.
- 6.1.5 Language abilities will be a consideration when assigning commissaires in Quebec as well as possibly regions in New Brunswick and Ontario.

6.2 WORLD CUP AND INTERNATIONAL EVENTS

- 6.2.1 The UCI currently assigns the President of the Commissaire Panel, the Assistant President, and the Secretary for World Championships and World Cups. For all other international level events, the UCI assigns only the President. For World Cup Events and World Championships, the CCOC will assign the remaining members of the Commissaire Panel.
- 6.2.2 The CCOC will, as a priority, assign International Cyclo-Cross Commissaires. If the positions cannot be filled with International Cyclo-Cross Commissaires, positions will be completed with the assignment of National Cyclo-Cross Commissaires. The same selection criteria as detailed in 6.2.3 shall be applied.
- 6.2.3 When assigning the remaining commissaires, who shall at minimum be National Cyclo-Cross, 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
 - Requirements as laid down by the UCI Regulations
 - Zone
 - 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 additional commissaires, two of which shall at minimum be National Cyclo-Cross Commissaires.

6.3 NATIONAL CHAMPIONSHIPS

6.3.1 The CCOC shall assign all five members of the Commissaire Panel.

6.3.2 At minimum, one member of the Commissaire Panel shall be assigned from outside of the host PSO.

6.3.3 When assigning the members of the Commissaire Panel, who shall at minimum be National Cyclo-Cross 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 President of the Commissaire Panel shall be a UCI International Cyclo-Cross Commissaire
- One other commissaire shall be a UCI International Cyclo-Cross Commissaire
- Skill and merit
- Development and upgrade requirements
- Specific requirements for monitoring
- Zone
- 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, conduct that violates this policy is subject to actions identified in other CC policies and procedures, including but not limited to the Complaints & Discipline Policy.

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 the CCOC.
- 7.3 This policy was approved by the Cycling Canada Commissaires Committee on the 27 Feb 2020.
- 7.4 Date of last review: **December 5, 2023.**
- 7.5 Original policy development lead: Louise Lalonde