



# BMX RACES

## TRAINING GUIDE FOR COMMISSAIRES

### 2017-2018

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# ABBREVIATIONS

<b>AC</b>	Assistant Commissaire
<b>APCP</b>	Assistant of the President of the Commissaires' Panel
<b>CP</b>	Commissaires panel
<b>DCO</b>	Doping Control Officer
<b>DNF</b>	Did not finish
<b>DNS</b>	Did not start
<b>DSQ</b>	Disqualified
<b>FL</b>	Finish line official
<b>NF</b>	National Federation
<b>PCP</b>	President of the Commissaires' Panel
<b>SC</b>	Start Commissaire
<b>TD</b>	Technical delegate
<b>TO</b>	Track official

# CHAPTER 1

## STRUCTURES



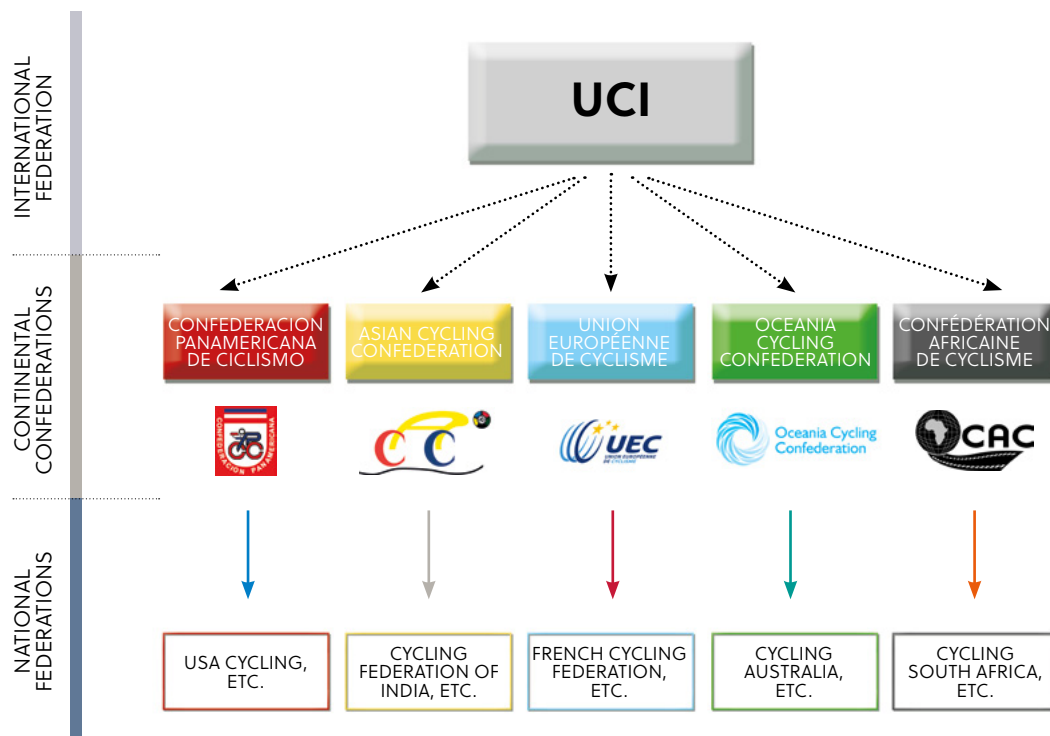


DIAGRAM. Structures from international to national level

## 1.1. THE STRUCTURE OF THE UCI

### 1.1.1. GENERAL OPERATION

#### GENERAL POINTS



It is essential for future elite national and international Commissaires to have a good knowledge of the UCI and its missions. In fact – in the eyes of the athletes, organisers and authorities – Commissaires represent the UCI when carrying out their functions.

The Union Cycliste Internationale is the interNational Federation of cycling recognised by the International Olympic Committee. Founded in Paris in 1900, the UCI now has its headquarters at the World Cycling Centre in Aigle, Switzerland.

The UCI coordinates and develops the eight disciplines of cycling (road, track, mountain bike, BMX, para-cycling, cyclo-cross, trials, indoor) on all five continents.

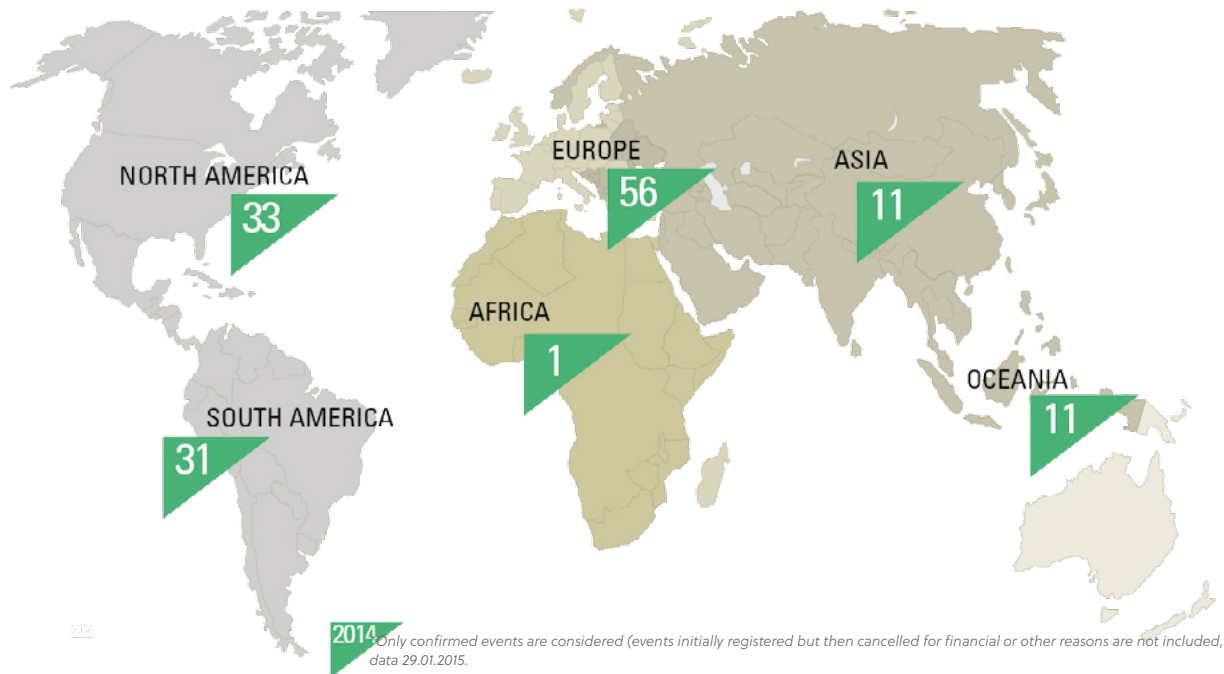


DIAGRAM. Number of UCI BMX events for Men and Women of all classes and categories on the five continents in 2014.

The UCI's mission is to develop and promote cycling, in close collaboration with National Federations, as a competitive sport with its associated values (effort, well-being and fair play), as a recreational activity that is good for health and also as an environmentally-friendly means of transport.

In order to carry out its mission, the UCI is supported by its administrative service, which, while respecting the values associated with the heritage of cycling:

- offers its skills and services to National Federations and other organisations in the cycling movement;
- supports education and development activities;
- responds to the needs of cyclists through innovative, concrete initiatives;
- represents cycling on sports and public bodies;
- regulates the sport of cycling and organises the World Championships, World Cups and cycling events of the Olympic Games.

## IDENTITY



### CONSTITUTION, CHAPTER I – ARTICLE 1

- The International Cycling Union (UCI) is the association of national cycling federations.
- The UCI is a non-governmental international association with a non-profit-making purpose of international interest.

## MISSIONS



### CONSTITUTION, CHAPTER I – ARTICLE 2

- to direct, develop, regulate, control and discipline cycling under all forms worldwide,
- to promote cycling in all the countries of the world and at all levels,
- to organise, for all cycling sport disciplines, World Championships of which it is the sole holder and owner,
- to encourage friendship between all members of the cycling world,
- to promote sportsmanship and fair play,
- to represent the sport of cycling and defend its interests before the International Olympic Committee and all national and international authorities, to cooperate with the International Olympic Committee, in particular as regards the participation of cyclists in the Olympic Games.



### SPECIFICALLY, THE UCI:

- sets the dates of races on the international calendar,
- establishes the regulations for the disciplines of cycling,
- develops the disciplines of cycling around the world,
- organises educational programmes,
- fights against doping.



### THE PRINCIPLES OF RESPECT (CONSTITUTION, CHAPTER I – ARTICLE 3)

- Equality between all members, athletes, licence holders and officials, without any discrimination.
- Non-interference in the internal affairs of federations.
- Respect of the Olympic Charter for cyclists participating in the Olympic Games.



### MEMBERS (CONSTITUTION, CHAPTER II – ARTICLES 4 TO 22)

- The members of the UCI shall be the National Federations of cycling accepted by the Congress as being the representative organisation for cycling in general in the country of that National Federation.
- Only one federation per country is admitted.
- The UCI Regulations shall be incorporated in the corresponding regulations of the federations.
- The constitutions and regulations of the federations must not contradict those of the UCI. In the event of discrepancy, solely the Constitution and Regulations of the UCI shall apply. The constitutions and regulations of the federations must contain an express clause that, in the event of divergence with the UCI Constitution or Regulations, solely the latter shall apply.



## OFFICIAL LANGUAGES (CONSTITUTION, CHAPTER XIV – ARTICLES 79 TO 81)



- The official languages of the UCI are French and English.
- The Constitution, Regulations and minutes, as well as all documents submitted to the Congress, shall be drawn up in French and English.
- All documents or letters sent to the UCI must be drafted in French or English.



## SYMBOLS (CONSTITUTION, CHAPTER XV – ARTICLES 82 TO 84)



The flag, the colours arranged thereon, the logo and its reproduction, as well as the name "Union Cycliste Internationale" and the abbreviation "UCI" are the property of the Union Cycliste Internationale and may not be used without its consent.



## COMPETENT COURTS (CONSTITUTION, CHAPTERS XIII AND XVI)



- The UCI Regulations established by the Management Committee, and in particular the UCI Anti-doping Rules, may be subject to an appeal to the Court of Arbitration for Sport in Lausanne, Switzerland.
- The Court of Arbitration for Sport (CAS) is solely competent to hear and rule on appeals:
  - against sporting, disciplinary and administrative decisions taken in accordance with the UCI Regulations,
  - between UCI bodies, including continental confederations, and disputes between federations.
- The Court of Arbitration for Sport is the court of last instance. Its rulings are final.
- Proceedings before the Court of Arbitration for Sport are governed by UCI Regulations and, for the rest, by the Code of Arbitration for Sport.

### 1.1.2. GENERAL ORGANISATION

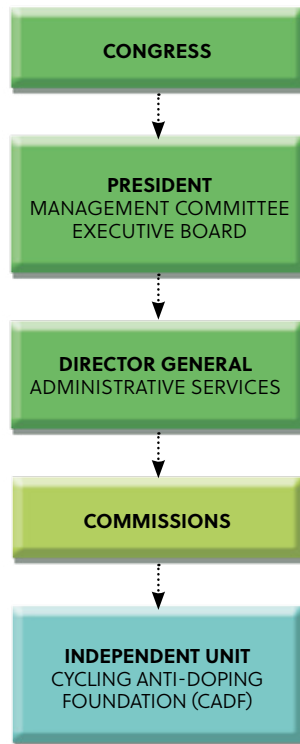
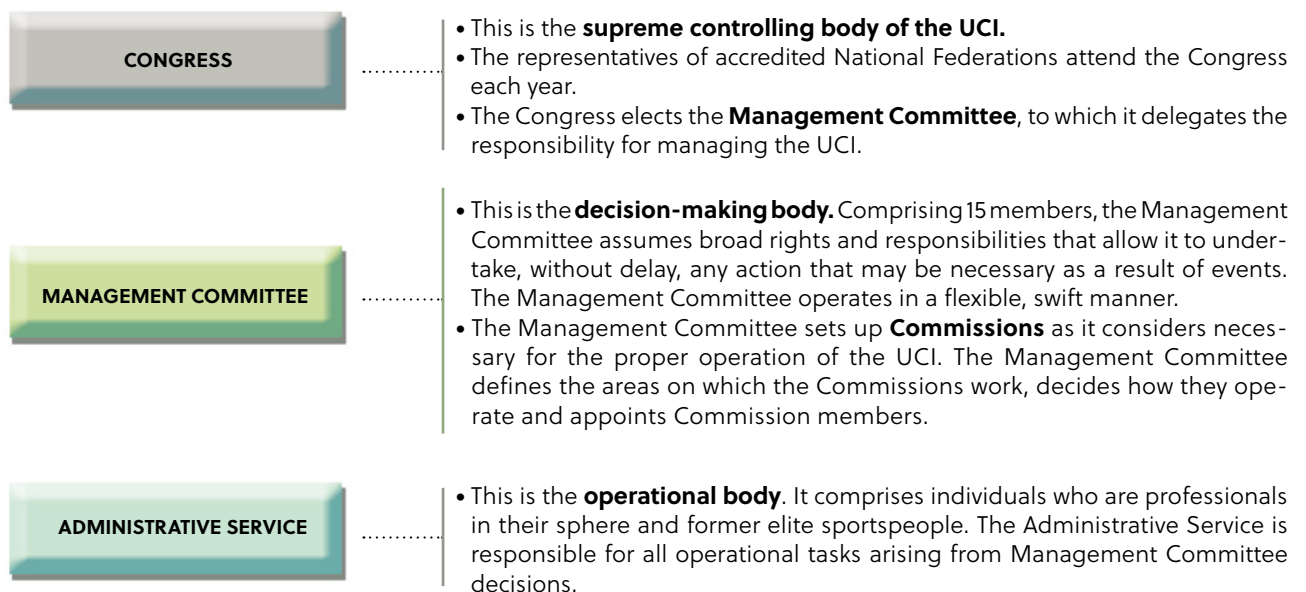


DIAGRAM. General organisation of the UCI

### 1.1.3. MAIN BODIES



#### 1.1.4. KEY FUNCTIONS



- Chairs the UCI Congress, Management Committee and Executive Board. Represents the UCI on all occasions. The President also represents the UCI in legal cases, whether as the plaintiff or defendant.



- The General Director is appointed on a contractual basis. The General Director is responsible for drafting the minutes of the Congress and the meetings of the Management Committee and Executive Board. The General Director updates the Constitution and Regulations and oversees the production and distribution of publications. The General Director is responsible for the operation of UCI headquarters and its employees.

#### 1.1.5. SPORT AND TECHNICAL DEPARTMENT

The Sports Department is the UCI department that manages the **sporting organisation of cycling at a global level**. The Department represents the direct link between:

- the organisers of cycling events and the UCI,
- the National Federations and the UCI,
- the teams/riders and the UCI.

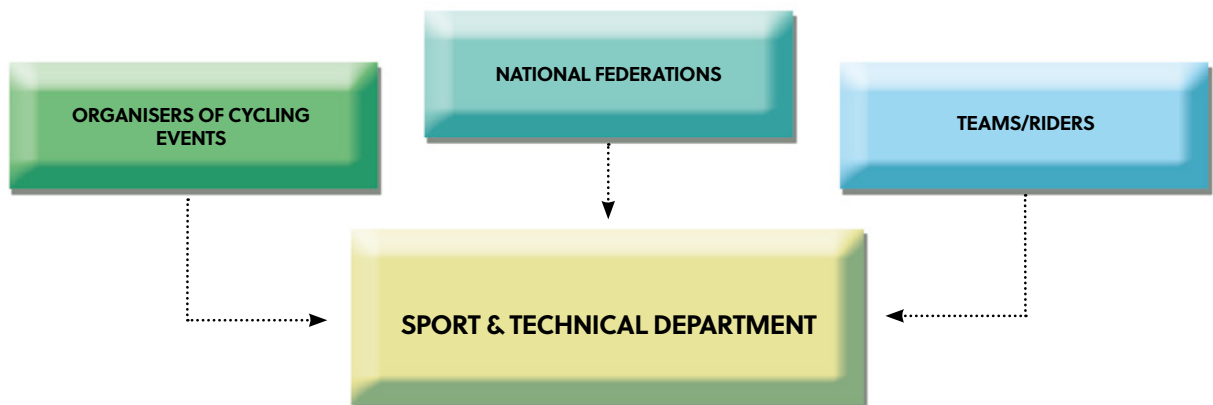


DIAGRAM. The role of the UCI Sports Department

The Sports Department occupies a pivotal position at several levels:

- at the **administrative** level through the registration of teams and events on the UCI calendar,
- at the **sporting** level with the organisation of the UCI World Championships for all disciplines,
- at an **economic** level with regards to financial obligations,
- at the **regulatory** level, with the reconciliation of the sporting regulations with the development of cycle sport,
- at the level of **refereeing** events, with the training of elite national and international Commissaires as well as their appointment to events,
- at the level of **development**, concerning individuals involved on the ground, overseeing the development of the disciplines and competitions over a period of time and all around the world.

### 1.1.6.

#### THE UCI COMMISSION AND COMMITTEES

The Management Committee sets up Commissions and nominates their members. The 20 Commissions which cover all aspects of the sport of cycling are as follows:

REVIEW AT 16/01/2015

1. ROAD	12. WOMEN'S
2. TRACK	13. MEDICAL
3. MOUNTAIN BIKE	14. INTERNATIONAL DEVELOPMENT & NATIONAL FEDERATION
4. CYCLO-CROSS	15. EQUIPMENT
5. BMX	16. PROFESSIONAL CYCLING COUNCIL
6. TRIALS	17. REMUNERATION
7. PARA-CYCLING	18. ATHLETES
8. INDOOR CYCLING	19. COMMISSAIRES
9. MASS PARTICIPATION EVENTS	20. AUDIT COMMITTEE
10. ADVOCACY	21. ROAD COMPETITION COMMISSION
11. CAD - ANTI-DOPING	



#### LEARNING OUTCOMES

##### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- List the UCI's main missions and values.
- Explain how UCI Regulations must be incorporated into National Federation regulations.
- Name the two official languages of the UCI.
- State the location of UCI headquarters.
- Describe who has responsibility for training and appointing Commissaires.
- Describe the UCI logo and its ownership.

## 1.2. NATIONAL FEDERATIONS

### STRUCTURES AND DUTIES

Commissaires must be aware of and understand their National Federation's structure.

There is no standard structure for a National Federation. National Federations are a product of each country's laws and arrangements and thus each federation is organised differently.

Nevertheless, National Federations affiliated to the UCI **all have the duty to act in accordance with the UCI's Constitution, Regulations and values.**

This means that Commissaires play an important role as they are conversant with the UCI Regulations. They participate in the development of cycling in their country by means of regular cooperation with teams, organisers and Commissaires from other nations and/or cultures. Commissaires' observations and experiences are key elements in harmonising the practices and values of cycling around the world.

Federations must conduct their internal affairs independently and ensure that no third parties become involved in their functioning. They must preserve their autonomy and resist any political, religious or economic pressures that may undermine their commitment to conform to the UCI Constitution.

### AFFILIATION

All requests for affiliation are examined by the Management Committee. Before such requests are submitted to Congress, the Management Committee may ask for further information from the candidate federation or indicate amendments that should be made to its structures or rules to ensure compliance with the UCI's rules and principles.

### THE OBLIGATIONS OF NATIONAL FEDERATIONS

Federations shall make every effort to allow individuals who are members of other federations to participate in international cycling activities organised in their country.

Any infringements of the obligations incumbent upon a federation by virtue of the UCI Constitution or Regulations shall be penalised by a fine of CHF 300.00 to 10,000.00, to be established by the Management Committee. The Management Committee may delegate this competence.

Each federation pays an annual subscription. The amount of the annual subscription is set by the Congress upon the proposal of the Management Committee.



#### LEARNING OUTCOMES

##### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Describe the organisation and operation of the National Federation of their country.
- Explain how the Commissaires of their country are instructed and appointed.
- Describe the structure of the administrative department responsible for the technical management of the sport as well as for the instruction and appointment of national Commissaires in their country.
- List the staff of the administrative service of their country's National Federation who are responsible for the technical management of the sport and the training and appointment of national Commissaires.

##### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Describe how the UCI is organised and governed.
- Describe the general organisation of the UCI.
- Explain the duties of the Management Committee and those of the UCI's principal institutions.
- List the staff at the UCI responsible for matters relating to Commissaires and give details of the personnel responsible for administering the disciplines in which they are active.

## 1.3. CONTINENTAL CONFEDERATIONS

Federations from the same continent are grouped together in a continental confederation, an administrative organisation that forms an integral part of the UCI. Each federation is a member of the confederation of the continent in which its national capital is located (**CONSTITUTION, CHAPTER III – ARTICLES 23 to 26**).

There are five continental confederations:



DIAGRAM. Continental confederations

### MISSION

The continental confederations are responsible for the development of cycling on their respective continents and keep the UCI informed of any problems relating to cycling on their continent.

The continental confederations submit proposals to the UCI Management Committee for activities that could be organised at continental level, in particular with respect to:

- drawing up the continental calendar of cycling events;
- the organisation and planning of training courses for Commissaires and technicians;
- the organisation of Continental Championships or regional games.

Continental confederations establish the regulations for the organisation of cycling activities on their continent.

#### 1.3.1.

#### AMERICAN CONFEDERATION

Commissaires officiating at international BMX events in the American Continent should be aware that, for BMX, America is divided into North America and South America. As such, North America has a Continental Championship separate from that of South America. A list of the countries that are part of North America and South America for BMX is available on the UCI website in the BMX section.

This list of countries is important because only countries within North America can participate in the North American Championship and only countries within South America can participate in the South American Championship.



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- List the continental confederations.
- Describe various issues concerning the continental calendar of events.

## CHAPTER 2

### COMMISSAIRES



## 2.1. THE IMPORTANCE OF COMMISSAIRES



When a person decides to become a Commissaire it is as a result of his or her passion for the sport, in a similar way to others actively involved in cycling. It is a way of making an active contribution to the promotion of events. International appointments take a Commissaire around the world and there are often opportunities to meet new people and discover other cultures, with cycling as the common reference point.

Commissaires need a wide range of qualities and skills if they are to successfully carry out all their functions during an event. Called upon to officiate in an impartial manner in difficult situations, a Commissaire, as a representative of the UCI, must demonstrate **technical competence** and a sense of **responsibility** and **diplomacy** while communicating unambiguously to the numerous parties involved.

The [UCI Regulations](#) partially explain Commissaires' rights and obligations. However, this chapter, going beyond the regulations, will attempt to list a Commissaire's responsibilities before, during and after an event to which he or she is appointed.

### AN EXPERT REFEREE

Most Commissaires carry out their duties in parallel to pursuing careers in other professions. The work of a Commissaire is not a professional activity. Despite this, everyone involved in cycling expects Commissaires to behave in a highly professional manner.

Commissaires are thus no longer volunteers; they are experts, specifically appointed to events.

Commissaires referee events, support event organisers, contribute to improving the quality of events and are stakeholders in the development of the cycling regulations.

The time they dedicate to their work as a Commissaire depends on several factors:

- availability,
- the discipline or category of event in which they officiate,
- various other factors.

A Commissaire's role is often challenging because he or she has to work with a wide range of people (organisers, riders, team managers, journalists, service providers). All of these individuals have different, sometimes diverging, interests.

### THE PREREQUISITES: TECHNICAL COMPETENCE



The most important technical competence is a comprehensive knowledge of the UCI Regulations.

A Commissaire must be aware of what the Regulations, as well as the good practice guides, impose and recommend for organisers (cf. [Timekeeper's Guide](#) and [TV Production Guide](#)). This allows checks to be conducted and feedback to be given through the evaluation report.

[The UCI Regulations](#) allow the Commissaire to react to the behaviour of the competitors and their team staff in order to guarantee that an event is conducted properly in ethical and sporting terms.

Other technical knowledge, dealt with in the following chapters, is gained by observing a wide range of events, engaging in checks and taking advantage of teamwork among Commissaires.

### THE PREREQUISITES: A SENSE OF RESPONSIBILITY

A sense of responsibility is a prerequisite even before an individual becomes involved in officiating: whether a Commissaire acts or does not act can change the sporting result of an event, affect the participants' perceptions and change the equilibrium between the various stakeholders.

The Commissaire must, among other things:

- check that the organiser has put in place all measures required to ensure the safety of everyone involved,
- intervene, if necessary, in order to maximise the safety of all parties involved in the race,
- guarantee the smooth running of the event in sporting terms,
- ensure fair play,
- cooperate with other Commissaires in an optimum manner.

### THE PREREQUISITES: DIPLOMACY AND COMMUNICATION



Commissaires are often called upon to act as mediators between the various parties in cycling and, using their personal skills, must make decisions firmly and tactfully.

Even though these decisions are often final, a Commissaire still has a duty of communication to the parties involved in order to explain and support a decision to the individuals concerned who sometimes lack knowledge of the regulations or are unaware of the latest amendments.

Encouraging the acceptance of a decision or sanction is not the objective, but it is essential to make sure that at least the minimum information has been communicated.

### THE COMMISSAIRES' PANEL



The Commissaires' Panel for a BMX event is made up of all the Commissaires appointed by the UCI and the National Federation of the country in which the event is taking place.

The Commissaires' Panel comprises the following members:

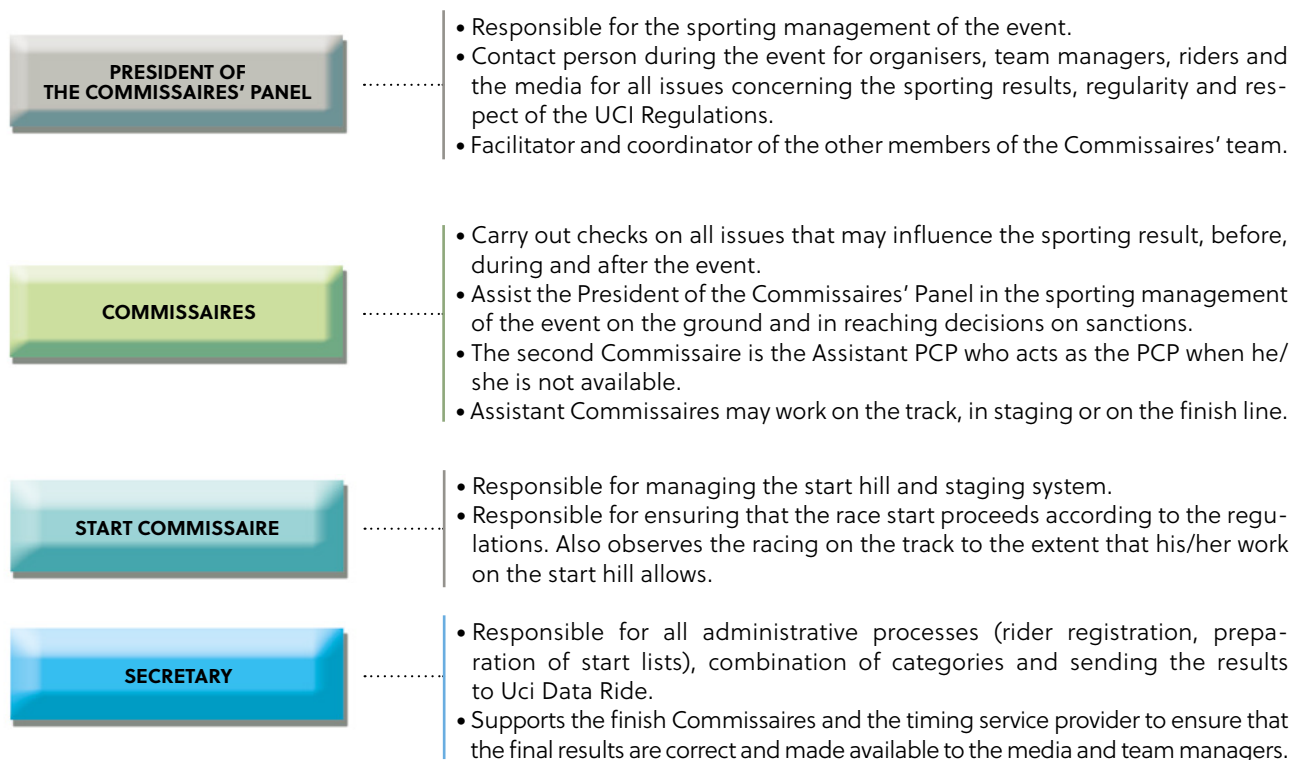


DIAGRAM. Members of the Commissaires' Panel

## TEAM SPIRIT AND MANAGEMENT

The President of the Commissaires' Panel (PCP), appointed by the UCI, cannot carry out his or her mission alone. The PCP relies on the work of the other members of the panel and must take decisions in a collegial manner.



Given these circumstances, the PCP acts as a manager. In this respect he or she must:

- check that the resources available to the members of the Commissaires' Panel are appropriate to their missions,
- check, if necessary, that the work conducted by the Commissaires is of good quality,
- ensure that there is good co-operation within the panel.

In the event of any problems, the PCP ensures that these three principles are applied.

The PCP makes use of professional management techniques ([Chapter 9](#)). He is the team leader and must demonstrate a strong sense of team spirit. The panel must have a sense of solidarity, even if internal discussions are not only possible but necessary in the event of a divergence of opinions among members.

## REPRESENTING THE UCI

The main Commissaires of an event are appointed by the UCI and are the official representatives of the UCI during the race. A Commissaire must interpret race situations and apply the regulations firmly and with common sense.

Commissaires represent the connection between the UCI and the sport on the ground.

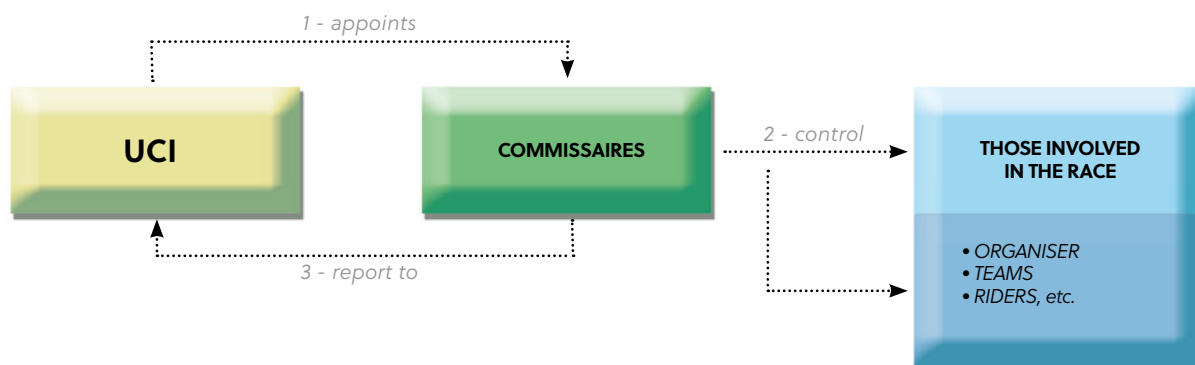


DIAGRAM. The pivotal role of Commissaires between the UCI and those involved in the race

The above arrangement must apply in all circumstances, even if there are political conflicts between the stakeholders of cycling or different geographical entities.

A UCI Commissaire must remain impartial to allow the UCI Regulations to be properly applied. A Commissaire must not advocate one party or another and must not deviate from the application of the UCI Regulations and standards.



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

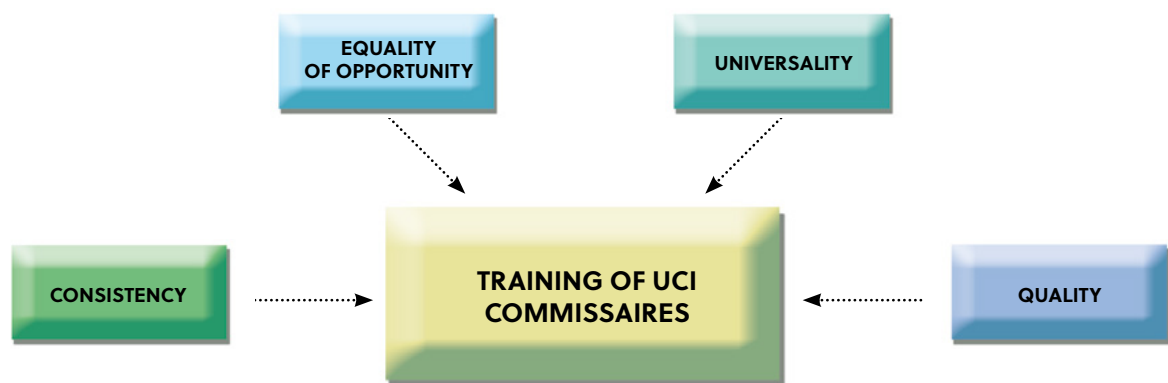
- Explain the importance of the role of a Commissaire to a third party.
- Explain what those involved in cycling expect from a UCI Commissaire.
- Describe the managerial role of the President of the Commissaires' Panel.
- Explain what is expected of a Commissaire as a representative of the UCI.

## 2.2. THE TRAINING OF COMMISSAIRES



The UCI wishes to improve the quality of officiating at events all around the world. To this end the UCI emphasises the education and support of a group of Commissaires for whom training is optimised and specialised.

Training sessions for UCI Commissaires are held regularly and observe the following principles:



**CONSISTENCY**

- The training of Elite National Commissaires and international Commissaires is standardised under the control of the UCI.

**UNIVERSALITY**

- The UCI has established training for Elite National Commissaires, with the contents corresponding to international standards.

**EQUALITY OF OPPORTUNITY**


- Standardised examinations all around the world.

**QUALITY**

- Continuous checks of Commissaires' skill levels by means of regular evaluations.

DIAGRAMS. The principles of training Commissaires

## UCI INTERNATIONAL COMMISSAIRES

 The training of UCI international Commissaires is of such importance that it is specified in the UCI Regulations (**ARTICLES 1.1.053 to 1.1.061**).

These articles concern:

- conditions of access,
- the training programme,
- oral and written theory examination,
- practical examination,
- eligibility,
- continuing training and seminars.

## ELITE NATIONAL COMMISSAIRES

Training courses for this new status were introduced on 1 January 2012, with the following specifications:

- Elite National Commissaire qualification is established for Road, Mountain Bike and BMX disciplines.
- The qualification of Elite National Commissaire is only awarded by the UCI.
- The relevant courses are run by UCI instructors.
- Elite National Commissaires are appointed by their National Federation to officiate in their own country.
- An Elite National Commissaire can be a member of the Commissaires' Panel in national and international events in his or her country. An Elite National Commissaire may also carry out the role of President of the Commissaires' Panel at national events.
- Elite National Commissaires are the elite Commissaires in their country without necessarily aspiring to become international Commissaires.
- Elite National Commissaires' training forms part of the prerequisites for access to international Commissaire courses.
- If an Elite National Commissaire so desires, and after having officiated for at least two years in this position, the National Federation may propose him or her as a candidate for an international Commissaire course. This proposal may also come from the UCI if it considers that a Commissaire's skills are particularly suited to becoming an international Commissaire.

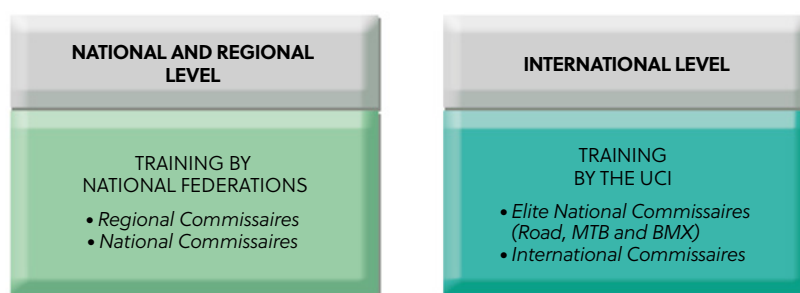


DIAGRAM. The training of Commissaires at regional, national and international levels

## 2.3. THE SPECIALISATION OF COMMISSAIRES

The specialisation of Commissaires entered into effect in **2014**. Involving the separation of the functions of international Commissaires (IC) from those of Doping Control Officers (DCO), this specialisation is the key component of the reform of the role of Commissaires approved by the Management Committee in January 2012.

At **national level**, federations can organise the management of Commissaires and Doping Control Officers in the manner that best suits them. No separation or specialisation is required. Furthermore, with regards to Elite National Commissaire status, national Commissaires can obtain this qualification in the disciplines of their choice. At national level, the UCI encourages a diversity of knowledge and wide range of skills among Commissaires.

Conversely, at **international level**, the UCI needs genuine specialists in order to support the development of cycling.

Commissaires are becoming ever more professional and need an increasingly specialised framework as well as dedicated monitoring and supervision.

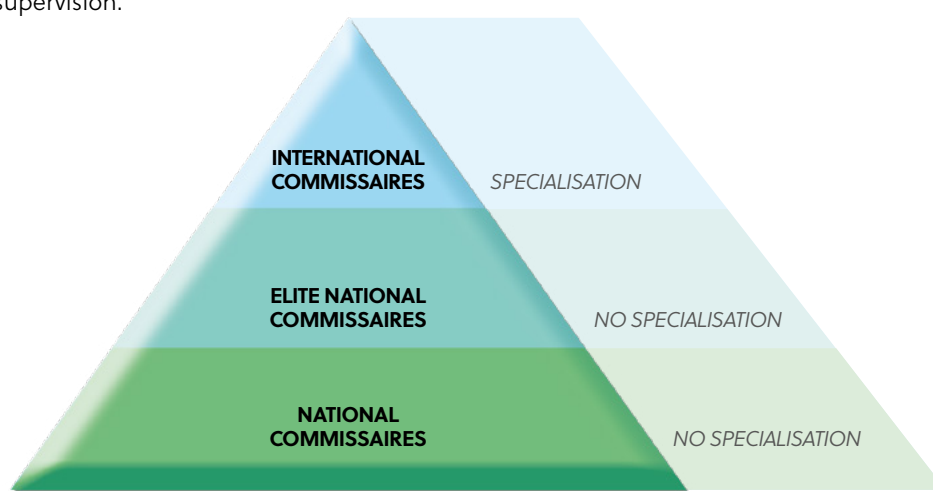


DIAGRAM. Commissaires and specialisation

### CHOICE OF SPECIALISATION

In order to become an international Commissaire, individuals must select one of the base disciplines shown in the "**Choice**" column of the diagram below. A Commissaire can then also choose an "**Option**". With the exception of Trials and Indoor Cycling, international Commissaires must specialise in one of the base disciplines in all cases – **Road, Mountain Bike or BMX**, the only disciplines for which Elite National Commissaire courses are organised.

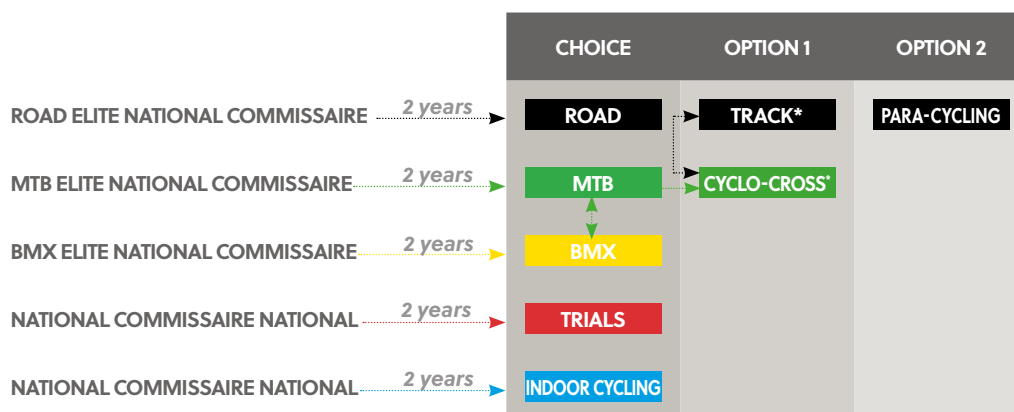


DIAGRAM. Specialisation choices available to international Commissaires

In line with the requirements of the various disciplines, and also in order to ease the transition from the previous arrangements, certain additional provisions apply to this diagram:

- **BMX IC:** Commissaires may add MTB if they wish, if they gain the appropriate qualification. BMX is not, however, considered as an option because the great majority of Commissaires are specialists solely in this discipline and may continue to operate in BMX only. There is no obligation for them to train in another discipline.
- **Para-cycling IC:** the Para-cycling option for a Commissaire requires excellent knowledge of the Road and Track disciplines. For this reason, only Commissaires who have already achieved international status in these two disciplines may add or retain Para-cycling.
- **Trials and Indoor Cycling IC:** there are no national elite courses for these two disciplines. Consequently, after two years, a National Federation may propose a national Commissaire for an international Commissaire course.
- The **choice between the IC and DCO** roles and the choice of IC discipline made in 2012 is not binding. Commissaires can put themselves forward for a re-evaluation examination if they wish to change direction.

A Commissaire may operate in a maximum of two disciplines although, as an exception, the three-discipline combination of Road/Track/Para-cycling is allowed:

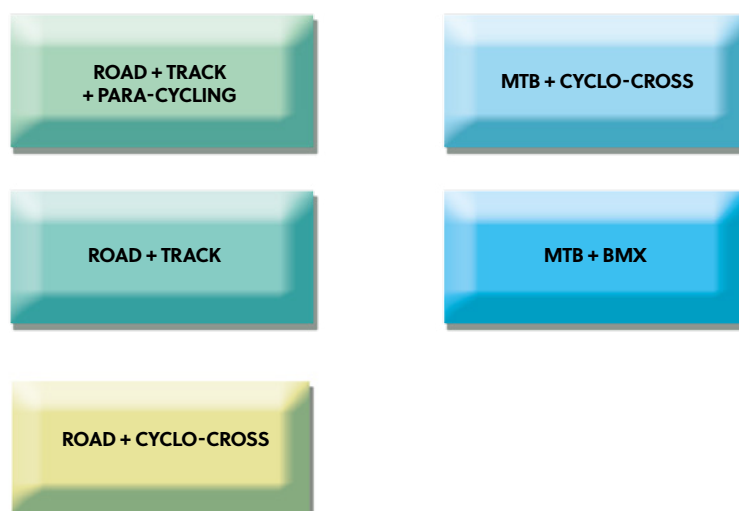


DIAGRAM. The specialisation of Commissaires and combinations of disciplines allowed

For reference, an individual could previously officiate in up to six different disciplines/areas: MTB, road, cyclo-cross, track, para-cycling and anti-doping.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Explain their personal motivation for becoming an elite national or international Commissaire.
- Identify the different levels through which they need to progress in order to become a UCI Commissaire.
- Describe the regulatory framework within which they are expected to function.
- Identify the different levels of qualification required to officiate at events on the various National Federation and UCI calendars.
- Define an Elite National Commissaire in terms of training, responsibilities and appointment.
- Describe the conditions of access to international Commissaire training.
- Explain the specialisations and options for international Commissaires.

## 2.4. THE CAREER OF AN INTERNATIONAL COMMISSAIRE

A Commissaire's career does not stop progressing once he or she has achieved UCI international Commissaire status. An international Commissaire in fact has a wide range of opportunities:

- officiating at the Olympic Games, UCI World Championships and UCI World Cups,
- becoming a Commissaires Instructor within the UCI,
- becoming a technical delegate,
- taking part in working groups that oversee the development of cycling.

The experience of an international Commissaire can be utilised by a National Federation with the IC participating in:

- drawing up training plans for national and regional Commissaires,
- disciplinary bodies.

However, some activities are not compatible with the role of Commissaire, including (**ARTICLE 1.1.62** and **1.1.063**):

- competing as a rider in a UCI-registered team,
- carrying out a technical function (team assistant, mechanic, paramedical assistant, team manager, etc.) for a National Federation or UCI-registered team,
- holding the post of President or Vice-President of a National Federation or continental confederation,
- being a member of the UCI Management Committee,
- being a member of the UCI staff.



The age limit for officiating as a UCI international Commissaire is 70 (**ARTICLE 1.1.064**).



It is also important to recognise that Commissaires of all levels, including elite and international Commissaires, can only progress by committing themselves to learning throughout their careers. This is achieved by reflecting upon experiences and then improving skills. Continuous professional development is part of every Commissaire's duty.

It is the duty of experienced Commissaires to be a "mentor" for young Commissaires, international or elite, and to help them improve their skills.

## 2.5. UCI TOOLS FOR COMMISSAIRES

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International Commissaires must familiarise themselves with the following UCI tools:

- the distribution of instructions by e-mail,
- the UCI website at [www.uci.ch](http://www.uci.ch),
- the *Commissaires* extranet,
- The UCI DataRide Sytem.

### INFORMATION BY E-MAIL

The UCI Commissaires Coordinator, as well as the Coordinators of the various disciplines and activities, send information, travel instructions and other arrangements to international Commissaires by e-mail. If appropriate, this information can also be sent to Elite National Commissaires for training purposes and to ensure consistent application.

Generally speaking, this information should not be sent to third parties such as the media, teams and athletes. These groups are informed by other UCI departments if necessary.

International Commissaires must inform the UCI of any change of address and in particular any amendment of their e-mail address (a form is available on the Commissaires extranet for this purpose).

### UCI WEBSITE

The UCI website at [www.uci.ch](http://www.uci.ch), is published in French and English and represents a source of information for all. In addition to keeping up to date with international news and UCI press releases, International Commissaires use the website for the following purposes:

- Checking the name, date, class, category and site of an event; clicking on the link to the event's website.
- Referring to the list of officially-registered riders and team members authorised to participate in events; contact details.
- UCI Regulations; the latest version is always available on the [UCI website](http://www.uci.ch).
- Checking event **results** and **UCI rankings**. This check is necessary to establish the start order for some types of race, and also whether a rider should be wearing a National Champion's jersey or not.
- Referring to the web pages dedicated to riders' **equipment** (explanatory documents and training materials).
- Training guides, organiser's guides and documents, financial obligations.
- Access to the **extranet** from the Web services page.

### COMMISSAIRES' EXTRANET

An extranet is an extension of an enterprise's communications network that allows authorised external individuals to access specific information. An extranet platform has been set up for Commissaires. The UCI provides Commissaires with a username and password upon request.

Among other things, the Commissaires' extranet comprises:

- race report forms,
- entry forms,
- report form for penalties,
- the minutes of seminars,
- sample technical documents,
- contact details of Commissaires listed by specialisation,
- expenses form,
- details of compensation and reimbursement of travel expenses.

## THE UCI DATARIDE SYSTEM

The UCI is in the process of rolling out its own internal data management system for the sport, known as UCI DataRide. Increasing functionality will be added to the system over time through various modules. All International Commissaires have been provided with a unique user ID and password for UCI DataRide. The following modules are currently available to International Commissaires:



- When International Commissaires log in to UCI DataRide, they see the competitions they have been assigned to as PCP (they will also be able to see past competitions at which they acted as PCP – going back to 2016 only).
- The Timing Company also has access to the relevant specific competitions through the competition organiser.
- By agreement with the PCP, the Timing Company can upload the results for every event at the competition.
- If there is no Timing Company, or no agreement with it, or if the Timing Company does not have access to UCI DataRide, the PCP uploads the results for every event at the competition. This must be done without delay.
- Specific training guides have been provided on the Commissaires' Extranet to assist International Commissaires with fulfilling their responsibilities in this area.



- After the results of each event have been uploaded, the ranking is calculated by the UCI DataRide system and displayed on the UCI website according to the timelines established in the UCI Regulations
- The results of all international competitions are displayed on the UCI website.

Commissaires can download the various rankings and lists of world and national champions, as well as world records, from the UCI website. These lists can be exported in a spreadsheet, allowing for sorting, filtering and carrying out research.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Explain the means of access, contents, and use of the UCI's four tools:
  - Explain the use of e-mail for distributing instructions.
  - Describe the UCI website at [www.uci.ch](http://www.uci.ch)
  - Explain the purpose of the International Commissaires extranet.
  - Describe how the UCI DataRide System works.

## 2.6. CODE OF CONDUCT


The [Code of Conduct](#) for international Commissaires is a public document that can be consulted on the UCI website. It states what is expected by the UCI and offers a certain amount of advice on behaviour.



DIAGRAM. Human qualities and relationship skills required by international Commissaires

 Significant deviations from the Code of Conduct may lead the UCI to take measures against the Commissaire concerned, up to suspension of the right to act as a Commissaire (**ARTICLE 1.1.066**).

### OBLIGATION OF IMPARTIALITY

 The UCI Regulations refer to ethics by requiring Commissaires to maintain impartiality (**ARTICLE 1.1.050**). This article is particularly important because it is sometimes difficult to apply in certain circumstances: Commissaires are often deeply involved with their federation, organisers or local clubs. They may be appointed to officiate at events where there is a conflict of interests with these bodies.

The UCI Regulations impart a duty on a Commissaire to withdraw as soon as he or she perceives a risk of an infringement of impartiality or a substantial perception of a conflict of interest. This withdrawal is a protective measure for the Commissaire: in the event of a conflict, even if the Commissaire acted impartially, he or she may be suspected of not having done so and decisions may be challenged.

### IMAGE AND LANGUAGE

Other important points of the Code of Conduct concern dress, appearance and language used. Clearly an international Commissaire may be excused if he or she has not mastered all the subtleties of the official jargon used in exchanges with the stakeholders in cycling. However, to the contrary, it is not acceptable to use colloquialisms or irony or to jump to conclusions.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Express a philosophy of officiating and establish their reason for being a Commissaire.
- Review their goals in relation to officiating as a Commissaire.
- State the fundamental aim of sports officiating.
- List the essential ingredients for effective sports officiating.
- Identify the essential principles of the Code of Conduct.
- Outline the roles and responsibilities of a Commissaire.
- Explain the role of the Commissaires' Panel.
- Describe the roles of the members of the Commissaires' Panel for BMX races.
- In particular, explain the responsibilities of the President of the Commissaires' Panel and the principle members of the Commissaires' Panel.
- Explain the tasks and powers of the Commissaires' Panel.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Describe important aspects of being a Commissaire such as competence, security, diplomacy, quality assurance, team spirit, passion, etc.
- Discuss the importance of Commissaires' training in relation to the standardisation of procedures, quality, progress and duties. Give details of Commissaires' responsibilities.
- Identify the essential principles of the Code of Conduct.
- Explain the responsibilities of the President of the secretary who carries out administrative procedures.

## CHAPTER 3 REGULATIONS



### 3.1. UCI REGULATIONS

Cycling, like all sports, is subject to regulations. All of the rules are gathered together in a written document – the UCI Regulations – that govern the sport of cycling and its administration. As previously mentioned, this document represents an essential working tool for Commissaires while also being the universal reference material for all parties involved in cycling (organisers, teams, riders, the media, fans, etc.).

#### A REGULATORY FRAMEWORK FOR THE PRACTICE OF THE SPORT

Cycling is an international sport and as such the rules must be interpreted and applied uniformly. A regulatory framework is necessary to ensure that events run properly. When rigorously applied, this framework guarantees:

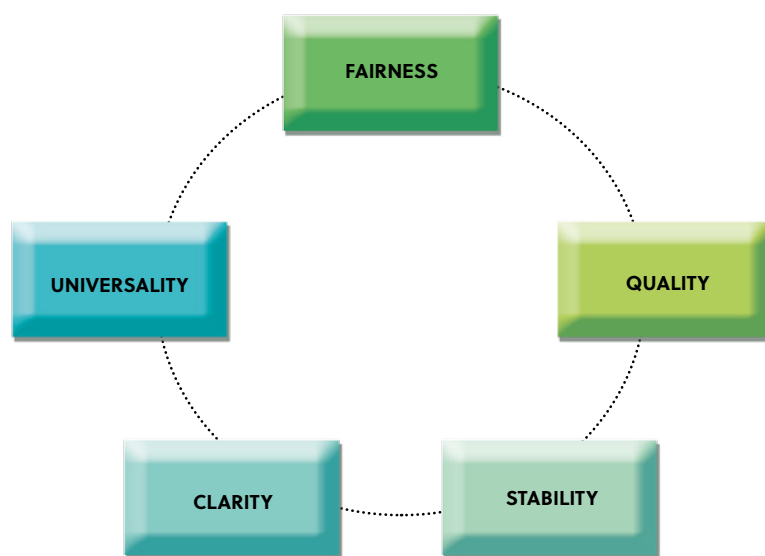


DIAGRAM. The advantages of a regulatory framework

The UCI defines and oversees the implementation of the regulatory framework. The regulations govern the practices of cycling and the functioning of institutions, in both administrative and technical terms.

The regulatory framework encompasses the UCI's technical decisions as well as sporting values. The regulations contribute to preserving the equilibrium between the members of the family of cycling.

A regulatory framework that is respected by all and guarantees a certain level of quality, stability, visibility and universality is required to ensure that a BMX event runs smoothly. This regulatory framework must also safeguard sporting values and maintain the balance of the financial interests of cycling's stakeholders.

#### IMPROVEMENT AND ADAPTATION

In the interests of the National Federations and all those who use the regulations, the UCI makes the significant commitment to constantly adapt the regulations to new situations, in particular to reforms of the various disciplines, and to the requirements of the World Anti-Doping Code.

## FIELDS OF APPLICATION

The UCI Regulations apply in all countries affiliated to the UCI.

The UCI Regulations serve as a basis to be used by National Federations.

The UCI Regulations apply to male and female riders aged 17 and above. The rules for riders aged 16 and under are defined by individual National Federations.

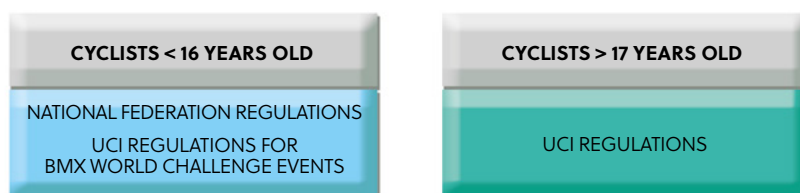


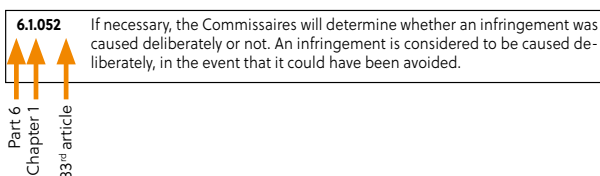
DIAGRAM. Scope of application of the UCI Regulations

## SUMMARY AND NOMENCLATURE

The UCI Regulations address the following subjects, organised into "Parts":

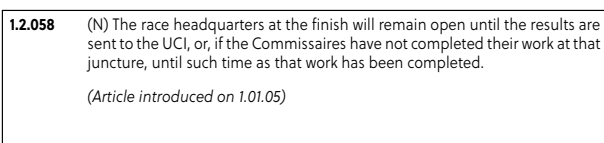
- Preliminary provisions
- UCI Constitution and Standing Orders
- UCI Code of Ethics
- Part I: General organisation of cycling as a sport
- Part II: Road Races
- Part III: Track Races
- Part IV: Mountain Bike
- Part V: Cyclo-cross Races
- Part VI: BMX
- Part VI bis: BMX Freestyle
- Part VII: Trials
- Part VIII: Indoor cycling
- Part IX: World Championships
- Part X: Continental Championships
- Part XI: Olympic Games
- Part XII: Discipline and Procedures
- Part XIII: Medical Rules
- Part XIV: Anti-doping Rules
- Part XV: Cycling For All
- Part XVI: Para-cycling

The UCI Regulations are further divided into articles, numbered as shown by the example below.



This nomenclature allows a logical organisation of the rules. The reader is assisted in identifying the subject in question by chapter subtitles and article titles.

Finally, those points of the UCI Regulations that may be subject to an amendment by legislation or the cycling regulations of a National Federation are preceded by "(N)" as shown in the example below.



## CONTENT

For each theme and discipline, the regulations list the various conceivable cases, as illustrated by the table below.

TABLE. Example provisions of the UCI Regulations

Extracts from the UCI Regulations	
<b>AUTHORISATIONS</b>	<b>6.1.057</b> The lead rider shall have the right to choose his line on the track and through the corners.
<b>PROHIBITIONS</b>	<b>6.1.089</b> Any added aerodynamic accessories on personal equipment are not permitted.
<b>MEASUREMENTS</b>	<b>Annex 5</b> The starting gate shall be a minimum of 7.3 metres in width for BMX events on the UCI BMX calendar.
<b>EXHAUSTIVE LISTS</b>	<b>6.1.043</b> The recorded commands of the voice box shall be as follows: A. Stage 1: "OK riders, random start". B. Stage 2: "Riders ready". C. "Watch the gate".
<b>NON-EXHAUSTIVE LISTS</b>	<b>Annex 5</b> The track must be of a compact, closed looped design, forming a circuit where length measured along its centre line is not less than 300 metres nor greater than 400 metres. The track must be a minimum of 10 metres wide at its start and may not taper to a width of less than 5 metres at any point along its track.

Sometimes regulation interpretation difficulties may occur, for example:

TABLE. Examples of regulation interpretation

Extracts from the UCI Regulations		Clarification
<b>Authorisation vs. Prohibition</b>	<b>ARTICLE 6.1.057</b> The lead rider shall have the right to choose his line on the track and through the corners.	While the lead rider may ride high or low (which may cause his or her rivals to also go up-track or down-track, it does not mean that a rider may deliberately prevent another rider from passing if that rider has the opportunity to do so.
<b>Minimum vs. Maximum</b>	<b>ARTICLE 6.1.011</b> Men: 30 and over (1 category). 20 inch only. Masters are also authorized to compete as Challenge Cruisers 24 inch.	While 30 is the minimum age for Masters, there is no maximum age for a Masters rider.  Also, as per 6.1.005, while Elite riders must be at least 19 years old, there is no maximum age limit for an Elite rider.  For example, it is possible to have a 37-year-old Elite rider and a 34-year-old Masters rider in the same competition.
<b>Exhaustive list vs. Non-exhaustive list</b>	<i>Non-exhaustive list</i> <b>ARTICLE 6.1.081</b> Helmets must be of full face construction equipped with a visor of minimum 10 centimeters. Helmet strap must be securely fastened during the completion of the race. Open face helmets are not allowed.  The UCI strongly recommends that riders wear the following protection: <ul style="list-style-type: none"><li>• back, elbow, knee and shoulder protectors made of rigid materials</li><li>• protection of the cervical vertebrae.</li></ul>	While the UCI recommends that back, elbow, knee and shoulder protection should be used, it does not mean that riders cannot also use other forms of protective clothing such as goggles.

In the majority of cases, difficulties of interpretation can be resolved by applying logic and considering the facts. Nevertheless, at the time of learning a regulation, during the first reading or training session, Commissaires must, above all, ask themselves whether they have understood the sense and logic of each point of the regulations.

Understanding the spirit, objective and intention of a point of the regulations will assist in both avoiding confusion and memorising the point in question.

## AMENDMENTS OF THE UCI REGULATIONS

The UCI makes a major commitment to ensure that the regulations are adapted to comply with new situations, in particular with reference to reforms of the various disciplines and the requirements of the World Anti-Doping Code.

Amendments are made to the regulations every year by means of a process that involves:

- specific UCI Commissions (disciplines, Commissaires, athletes, etc.),
- the UCI's Sport Department,
- the UCI's Legal Department.

Commissaires are able to propose amendments or corrections of the regulations (e.g. to address inconsistencies between different articles, vague wording, etc.) in response to specific situations encountered during events. Possible amendments should be addressed to the BMX coordinator.

The amendment may then be presented to the UCI Management Committee which decides whether to accept or reject it.



DIAGRAM. The process of amending a UCI regulation

Information to ensure the traceability of the regulations appears in two locations:

- at the foot of each page of the document, opposite the page number.  
For example: E0414 indicates the April 2014 version.

2 BMX E0414

- the date of an amendment or removal of an article is given below the article in question

**1.1034** For participation in events on the international calendar, riders' categories are determined by the age of those competing as defined by the difference between the year of the event and the year of birth of the rider. (text modified on 1.01.05; 1.01.17).

## USE BY COMMISSAIRES

It is not enough for a Commissaire to simply read through all the regulations while preparing for the Commissaire examinations. The regulations should be read regularly to dispense with any preconceptions and provide context for new features.

Furthermore, reading a specific chapter to prepare for an event is recommended.

Commissaires must always have the latest version of the regulations in their possession. Although a hard copy of the regulations can be easily carried around and is particularly useful when Commissaires are engaged in their duties, it is recommended that work be conducted using an electronic version (on computer, tablet or mobile phone) as this is more economical and respects the environment.

Whatever the medium used, previous editions of the regulations should be clearly archived to avoid working from a version that is not up to date.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Access the UCI Regulations.
- Explain the numbering of articles.
- Apply the process of amending the UCI Regulations.
- Recognise new versions and amendments of the UCI Regulations.



## WHAT TO DO

- Regularly read the UCI Regulations, understand and memorise them.
- Implement a personal strategy depending on the medium used to access the regulations (paper or electronic version, archiving techniques).
- Identify pertinent articles and know how to access them quickly.
- Know how to interpret the regulations in specific situations.



## WHAT NOT TO DO

- Learn the regulations by heart without understanding the logic behind them.
- Interpret the regulations in different ways at different times if they do not specifically refer to an issue.
- Treat the regulations as a "scientific", exhaustive list.
- Conclude that what is not prohibited by the regulations is automatically authorised.

### And conversely

- Conclude that what is not authorised by the regulations is automatically prohibited.

## 3.2. NATIONAL FEDERATION REGULATIONS

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### COMPATIBILITY OF REGULATIONS

National Federation regulations are the **technical and administrative regulations** that apply to national cycling issues in the different disciplines. These regulations must always comply with the UCI Regulations.

### CALENDAR

When publishing their national calendars of events, federations must include international calendar events taking place in their countries.

UCI Regulations prevail for international events (for example with regards to categories) rather than National Federation regulations.

### DRAFTING AND ADAPTATION

Federations must put in place procedures for drafting, publishing and updating their regulations. National regulations must incorporate amendments of the UCI Regulations without delay.

### PREPARATION

Commissaires are obliged to keep themselves informed (e.g. possible updates to the regulations) and to familiarise themselves with the regulations of their National Federation.

The financial, logistical, material and human requirements of organising an event make it a very complex procedure. This should be taken into account in the training of elite national and international Commissaires so that participants become aware of the range of problems that an organiser may encounter. Commissaires should try to collaborate with organisers in order to find solutions that allow cycling events to run as smoothly as possible.

It is also important for Commissaires to understand the process by which races are included on the UCI and national calendars and also be aware of the various duties that organisers have under the UCI Regulations. The specific provisions of the UCI Regulations concerning organisational standards for BMX events are found in Part VI, BMX Races, while the provisions applicable to events in all cycling disciplines are found in Part I, *General Organisation of Cycling as a Sport*.

Most National Federations also have their own particular regulations and standards for BMX events. However, it is important to note that, as with the regulations governing race categories, competition formats and sporting control of races, the UCI Regulations regarding organisational duties and standards have priority over any national regulations for international races.



#### WHAT TO DO

- Examine and familiarise yourself with the National Federation regulations.
- Inform your National Federation if you believe that a provision of the National Federation regulations for your country conflicts with the applicable UCI Regulations.

### 3.3. SPECIFIC REGULATIONS

#### UCI REGULATIONS:



- The organiser draws up any specific regulations required for the event (**PART 1, CHAPTER 2**).
- The specific regulations must be included in the event programme and/or competition guide (**PART 1, CHAPTER 2**).
- The specific regulations depend on the type of event.

#### 3.3.1.

##### THE COMPETITION GUIDE

The organiser draws up a competition guide (also called a technical guide) for an event on the international or national calendar. This includes all necessary information: type of event, location, entry procedures, race entry fees, etc. It also contains **the specific regulations for the event**, details of the track and venue, zones, schedules, maps, the registration process and medical arrangements. The time and location of the team managers' meeting have to be added to the technical guide for the Olympic Games, World Championships, World Cups and Continental Championships.

#### 3.3.2.

##### SPECIFIC REGULATIONS FOR AN EVENT

The specific regulations must stipulate that the event is subject to UCI Regulations (if the event is on the international calendar) and National Federation regulations (though only for those races or rider categories where national regulations apply). The specific regulations also describe any ad hoc rules imposed by the organiser especially for the event. Of course, the President of the Commissaires' Panel must review these specific regulations well in advance of the race to ensure that they are compatible with UCI Regulations and/or National Federation regulations. The PCP is responsible for ensuring that the organiser amends any specific regulations that conflict with the body of regulations in force for the event.

The specific regulations of an event complement the UCI Regulations. In setting such regulations, organisers must ensure that any specific regulations support the event without conflicting with the UCI Regulations or infringing upon the rights of license holders defined by the UCI Regulations. The organiser's margin for manoeuvre can in general influence the way in which the event unfolds.



#### CHECK-LIST – SPECIFIC REGULATIONS FOR AN EVENT

- **Check the compliance of the specific regulations with the UCI Regulations.**
- **If necessary, suggest changes to the organiser, concerning the following points in particular:**
  - participation,
  - order of start for categories,
  - method for seeding the motos,
  - method for deciding positions in the starting gate,
  - prizes,
  - podium ceremonies.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Describe where to find the most recent versions of the UCI and National Federation regulations.
- Demonstrate good knowledge of Parts I, VI and XII of the UCI Regulations.
- Demonstrate good knowledge of the relevant National Federation regulations.
- Describe the information that must be included in a technical guide for a BMX event.
- Explain the importance of checking that any specific regulations comply with UCI Regulations.
- Demonstrate the ability to quickly identify a particular point of the regulations.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Give details of the UCI and national regulations regarding the duties of race organisers and the registration of races on the UCI and NF calendars.
- Give details of the specific organisational standards for BMX races defined by Part VI of the UCI Regulations.
- Demonstrate expert-level knowledge of Parts I, VI, IX, X, XI, XII and basic knowledge of parts XIII and XIV of the UCI Regulations.
- Describe the Commissaires' Code of Conduct.



### WHAT TO DO

- Comprehensively study the specific regulations of an event and check their compliance.
- Check that any disputes or problematic situations arising from previous editions are covered and/or mentioned in the specific regulations of the event.



### WHAT NOT TO DO

- Allow an organiser insufficient time to correct the specific regulations.
- Accept differences between the specific regulations of an event and the UCI Regulations, or additions to the specific regulations that do not comply with the UCI Regulations.

## CHAPTER 4

### BMX EVENTS



## 4.1. RACE PREPARATION

The supervision of an event and management of a race demands considerable organisation from officials, before, during and after the event.

Several stages in the preparation and management of the race can be identified:



DIAGRAM. Event preparation and management

The President of the Commissaires' Panel, the organiser, the technical delegate (if appointed) and all those involved in the event should establish a relationship that is always as courteous and cooperative as possible. At the same time, all essential human and material resources must be made available.

For a Commissaire, this preparation begins from the moment that he or she receives the appointment for the race. There are certain tasks for all Commissaires before they arrive at the race venue. However, the President of the Commissaires' Panel (PCP) has additional tasks compared with the other Commissaires who are appointed.

### 4.1.1.

#### FIRST CONTACT WITH THE ORGANISER



It is important to stress the importance of the preliminary contact between the PCP and the organiser, sufficiently in advance of the event to facilitate all the necessary preparations. This initial contact could possibly take place via telephone, thereby allowing a warmer contact than would be the case by email; however, subsequent discussions can be carried out by email correspondence.

When you take on the role of the PCP, the important topics on which to liaise with the organiser before the event include:

- Verifying with the organiser that the event dates, class and categories, as listed on the UCI or National Federation calendar, are correct.

- Asking the organiser for the event competition guide as well as any other information such as the web address (URL) of the event website.

**NOTE**

It is always very important to double check any information presented on the event website against the information of the competition guide, in case there are mistakes or differences. A website is not a replacement for the competition guide; the competition guide is always considered the definitive source of information concerning the event.

- Verifying that the organiser has read the UCI or National Federation financial obligations and plans to honour them, particularly with respect to the minimum amount of prize money.
- Asking the organiser to send you the list of other Commissaires appointed to the event.
- Discussing your travel plans with the organiser and the need for hotel accommodation and local transportation (this applies to all appointed Commissaires).
- Giving the organiser your contact information so that you can be consulted on any subsequent questions.

**4.1.1. Bis****CONTACT WITH NATIONAL COMMISSAIRES**

As PCP, you should make contact with the national Commissaires as soon as you have a listing of their details. Check the listing for any international Commissaires and contact them asking for details of any specific local rules that may apply to classes outside the UCI classes (challenge or championship). The international Commissaires can also provide confidential information about the organiser and any additional information about the national Commissaires appointed.

**4.1.2.****THE COMPETITION GUIDE**

Also known as the “technical guide”, the competition guide (and, where necessary, the specific regulations for the event) provides the technical details of the event for all participants and parties involved, i.e. the organisers, riders, team managers, Commissaires and other officials, service providers, the media, etc.



**You must obtain the competition guide a minimum of 30 days before the event (ARTICLE 1.2.045).** This allows you to become acquainted with the technical aspects of the event (including the layout of the track), the programme and, if necessary, to inform the organiser of any regulatory elements requiring modification.

In particular, the competition guide must contain the following:

- A statement that the race shall be run under UCI Regulations.
- The specific regulations for the race (any non-standard regulations not provided by the UCI rules).
- The class of the event, categories of riders.
- The points scale (UCI or National Federation ranking points) and prize list.
- A detailed race programme including training times and schedule of meetings.
- The registration procedure, accreditation, distribution of race numbers: location and times.
- A description and detailed plan of the venue and track indicating the medical room, length and profile of the track.
- The location of podium ceremonies, anti-doping testing, race office, press conference room, race meeting room, etc.
- Timekeeping information: photo-finish, use of light beams and/or transponders.
- The details of any category combinations that have been decided in advance by the organisation.
- Parking locations for teams, riders and spectators.
- The location of, and information on, the nearest hospital (including a map of the route from the venue to the hospital/s).
- Organiser names and contact information.
- Composition of the Commissaires' Panel (if known at the time of publication).
- The transport arrangements for participants for arrival and departure (how best to travel to and from the race venue).



This information is essential and must be as specific and accurate as possible. It is common for competition guides to be incomplete, inaccurate or even erroneous. Commissaires who receive the competition guide in advance must pass on their remarks to the organiser if they find errors or aspects requiring improvement.



## CHECK-LIST – THE COMPETITION GUIDE

### 1. The event specific regulations

- ☐ event to be held in accordance with UCI Regulations.
- ☐ solely the UCI scale of penalties to apply.
- ☐ local anti-doping legislation to apply in addition to the UCI Anti-doping Rules.
- ☐ the class of event and the UCI points scale.
- ☐ the categories of participants.
- ☐ the opening times of race headquarters.
- ☐ the location and time of the confirmation of starters and issue of race numbers.
- ☐ the location and time of the team managers' meeting.
- ☐ precise location of race headquarters and the anti-doping control station.
- ☐ podium ceremonies.

### 2. A description of the track, including profiles and the length.

### 3. Time schedule of the event.

### 4. Maps of the venue including all the various offices (registration room, race office, podium, anti-doping station).

### 5. List of nearby hospitals contacted by the organiser, ready to receive individuals requiring treatment.

### 6. Composition of the Commissaires' Panel.

### 7. Name, address and telephone number of the organisation director and names of officials.

### 8. Check to ensure that there are no provisions that are contrary to UCI Regulations and the principles of sporting fairness.

## SPECIFIC REGULATIONS

The specific regulations must stipulate that the event falls under UCI Regulations (if the event is on the international calendar) and whether there are any categories subject to National Federation rules.

The "specific regulations" also describe any special rules imposed by the organiser that are specifically in force for this event. Of course the President of the Commissaires' Panel must review these specific regulations well in advance of the race to ensure that they are compatible with the UCI Regulations and/or National Federation regulations. The PCP is responsible for ensuring that the organiser amends any specific regulations that conflict with the body of regulations in force for the event. Examples of non-compliant specific regulations that might be found in a BMX competition guide include the use of non-standard methods of seeding the motos, non-standard category combinations, etc.

### 4.1.3. TRAVEL PREPARATIONS

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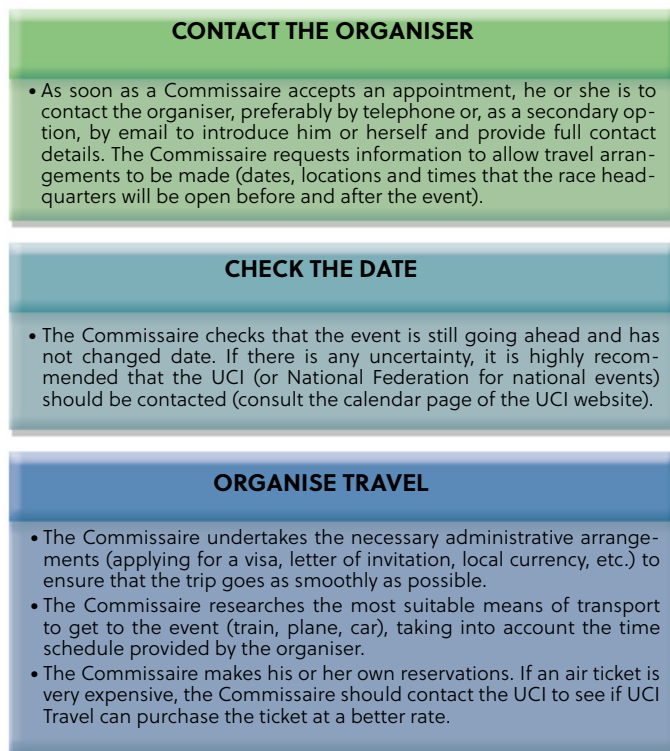


DIAGRAM. *Travel preparations*



Once you have received the competition guide and know the schedule of the event, you should make your travel preparations. As a general rule, plan your travel to accommodate the race schedule – that is, you should arrive punctually to be available from the time you are first needed, including any scheduled meetings or other duties such as inspecting the race courses (normally the PCP is also the technical delegate). Also, plan to depart only after your duties at the race have ended, including participating in any debriefing meetings.

Furthermore, it is important that you plan your trip within the limits permitted by the policies of the federation that assigned you, whether it was your National Federation or the UCI.

### ELITE NATIONAL COMMISSAIRES

- Appointed by their National Federation.
- The policies of the National Federation concerning reimbursement of travel expenses and the daily allowance apply.
- Within most federations, it is usually the responsibility of the organiser to provide local transportation, hotel accommodation and breakfast.

### UCI INTERNATIONAL COMMISSAIRES

- Appointed either by their National Federation or the UCI.  
- *If a UCI international Commissaire is invited to a race by a National Federation other than his or her own, then before accepting the invitation, the Commissaire must seek written permission from both the UCI and his or her own National Federation.*
- The policies of the National Federation concerning reimbursement of travel expenses and the daily allowance apply when appointed by the National Federation, and the policies of the UCI, as specified by the financial obligations, apply when appointed by the UCI (whether in your own country or not). The financial obligations currently in force are found in the "Publications" section of the UCI website. International Commissaires should also consult and remain familiar with the annual directives published by the UCI Commissaires Coordinator, available on the Commissaires' Extranet. This guide summarises the current UCI travel and expense reimbursement policies.
- It is the responsibility of the organiser to provide local transportation, hotel accommodation and breakfast.

DIAGRAM. Commissaires' assignment



### CHECK-LIST – PREPARATION AT HOME BEFORE THE EVENT

- Contact the organiser to ascertain the exact location of pre-race operations and the time at which responsibility is handed over to the Commissaires' Panel.
- Remind the organiser to send the specific regulations and competition guide if these are not received within the regulatory period of 30 days (**ARTICLE 1.2.045**).
- Check that you have received the evaluation report from the previous year; issue a request to the UCI if not received.
- Plan the flight and/or means of transport to be used, and then inform the organiser.



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Describe the information that should be requested from national race organisers if appointed as PCP by their national federation.
- Describe the travel and expense policies of their National Federation for national races.
- Explain how to proceed when appointed to a national or international race as a member of the Commissaires' Panel.
- Explain the information that is mandatory for a race technical guide.
- Describe what to do if the organiser doesn't supply adequate information in advance.

#### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Describe the information that should be requested from race organisers if appointed as PCP by the UCI.
- Describe the travel and expense policies of the UCI for international races.
- Explain how to proceed when appointed as a member of the Commissaires' Panel to an international race.
- Explain how to proceed when appointed as the PCP to an international race.
- Describe the preparatory documents available for international Commissaires via the Commissaires' Extranet.

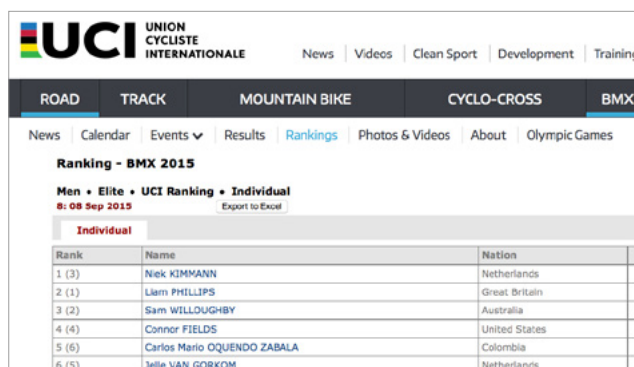
#### 4.1.4. OTHER INFORMATION

In order to properly analyse the information presented in the competition guide and to prepare for or supervise the registration (also known as "Riders' Confirmation" or "Confirmation of Starters"), Commissaires need to be aware of the various aspects of the UCI and National Federation regulations that concern administrative topics such as licences, UCI rankings, prize money and financial obligations. Riders' confirmation is dealt with in detail in [chapter 4.2](#).

##### 4.1.4.1. UCI Ranking

UCI rankings are drawn up for both Men and Women in each of the elite and junior 20" categories. Indeed, these categories must be offered at all events registered on the UCI calendar (except BMX Supercross, which is for a combined junior and elite category for both men and women).

 The UCI BMX ranking is governed by **ARTICLES 6.6.001 to 6.6.013** of the UCI BMX Regulations. The rankings are calculated over a period of one year, by adding the points gained by each rider since the preceding ranking was drawn up and subtracting any points earned more than one year ago (as of the day that the new ranking is published). The new ranking comes into force on the day it is published and remains in force until the publication of the next ranking.



Rank	Name	Nation
1 (3)	Niek KIMMANN	Netherlands
2 (1)	Liam PHILLIPS	Great Britain
3 (2)	Sam WILLOUGHBY	Australia
4 (4)	Connor FIELDS	United States
5 (6)	Carlos Mario OQUENDO ZABALA	Colombia
6 (5)	Jelle VAN GORKOM	Netherlands

The UCI ranking is updated after the Olympic Games, World Championships, World Cup events, Continental Championships and on December 31. If the UCI ranking is to be updated on any date(s) other than these, then those dates are published on the UCI website.

The UCI ranking is important for international BMX races because it is used to decide how the motos are seeded when no time trial is held.

The latest UCI ranking is always available on the UCI website. To download the UCI ranking into a Microsoft Excel spreadsheet, follow the instructions below. The publication date of the latest UCI BMX ranking can be found under the "Rankings" section on the UCI website [www.uci.ch](http://www.uci.ch)

##### 4.1.4.2. Prize money and financial obligations

An important administrative task of the PCP is to check that the prize money awarded by the race organiser meets or exceeds the minimum specified by the UCI financial obligations for the class and location of the race.

It should be noted that the financial obligations currently in force are always published on the UCI website.

- Visit [www.uci.ch](http://www.uci.ch) and search "Publications".
- At the bottom of the "Publications" page, there are two links under the heading "Financial Obligations (in Euro)".
  - FO - BMX
  - UCI Exchange Rate

The UCI financial obligations are always listed in Euros. The UCI sets a standard exchange rate between the euro and several other major currencies such as the US dollar at the beginning of each year; organisers must use the UCI exchange rate to convert prize money from euros to their own currency. If a UCI Exchange Rate is not defined for a particular currency, then the exchange rate between euros and the organiser's currency on the day of the race is used instead.

#### NOTE

To calculate the local currency – use the euro amount and multiply it by the exchange rate given on the UCI exchange rate table.

- Click on the "FO - BMX" link.
- To find the prize money (in euros) for a race, open the document that is downloaded by your web browser. First locate the "Prize Money" section and then the table for the class and discipline of the race:
  - *World Championship.*
  - *Supercross World Cup.*
  - *Continental Calendar races.*
- The minimum prize money in euros for each discipline is found in the table. The organiser must pay at least the equivalent amount of the prize money listed for each place. For example, for a Class 1 BMX Race in an "Group 1" country like Canada, the 3<sup>rd</sup> place Men Elite rider must receive at least 200 euros, or the equivalent paid in the local currency according to the UCI Exchange Rate.
- Using the same example, in an "Group 2" country such as Chile, the organizer would only have to pay a minimum 80% of the indicated prizes (the equivalent of 160 euros for 3<sup>rd</sup> place Men Elite in BMX race).
- The classification of nations into these groups is found on the last page of the financial obligations for the BMX discipline. This is available on the UCI web site.

The prize money table for BMX Class 1 Races in the 2017/2018 season is given below as an example.

If the organiser of the race does not pay at least the minimum prize money as required by the table in the UCI financial obligations, the PCP must inform the UCI of this in his or her report.

**It is important to note that the whole range of prizes in the table must be paid.** It would not be acceptable, for example, for the organiser to pay at least the total minimum amount, but to divide the money between just the three highest placed riders (using the example of a class 1 race). When there are less than eight riders in a class, the prize money for the lowest placings is not awarded. For example, if there are five riders, then those five riders would be paid according to the financial obligations. So 1<sup>st</sup> place gets 1<sup>st</sup> place prize money, 2<sup>nd</sup> place 2<sup>nd</sup> place money and so on. Prizes for 6<sup>th</sup> to 8<sup>th</sup> would not be given.

#### MINIMUM PRIZE MONEY FOR INTERNATIONAL EVENTS:

	MEN ELITE C1	WOMEN ELITE C1		JUNIORS MEN C1	JUNIORS WOMEN C1
1st	800 €	800 €	1st	350 €	350 €
2nd	400 €	400 €	2nd	175 €	175 €
3rd	200 €	200 €	3rd	125 €	125 €
4th	175 €	175 €	4th	75 €	75 €
5th	150 €	150 €	5th	50 €	50 €
6th	125 €	125 €	6th	40 €	40 €
7th	100 €	100 €	7th	30 €	30 €
8th	75 €	75 €	8th	20 €	20 €
TOTAL	2'025 €	2'025 €	TOTAL	865 €	545 €



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain how any national BMX ranking maintained by their National Federation is used.
- Describe the impact of nationality and country of residence on the process of issuing a licence.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Describe how the UCI ranking is maintained.
- Explain how the UCI ranking is used.
- Describe how to obtain the latest version of the UCI BMX ranking.
- Explain how to find the current version of the UCI financial obligations regarding minimum amounts of prize money.
- Describe where to find the UCI ranking and other publications such as the UCI financial obligations.
- Explain the responsibilities of the PCP before the race.



### WHAT TO DO

- Check the UCI calendar, the list of categories and registration deadlines in advance.
- Advise an organiser of an event about the UCI financial obligations concerning prize money if it is not clear how the prize money will be paid.
- Arrive at the race prepared with the latest UCI rankings from the UCI website.
- Carry a copy of the UCI prize money listing and UCI the exchange rates.



### WHAT NOT TO DO

- Do not allow riders to register if they cannot provide evidence that they have a valid international licence.
- Do not issue rider numbers until all of the race entry conditions, including the licence check, have been satisfied.

## 4.2. DURING THE RACE

The Commissaires' duties at a race can be described chronologically, meaning in the order they need to be accomplished from the time of arrival at the race venue, through the race itself and finishing with administrative tasks following the event. All of these tasks are important and represent the complete list of responsibilities that Commissaires have at races at which they officiate.

### 4.2.1.

#### ARRIVAL AT THE VENUE



The first priority for the PCP when arriving at the venue is to meet the organiser of the race. This meeting is more than a courtesy visit; it is the first opportunity that the PCP has to become familiar with the organisation beyond the information sent in advance by the organiser (competition guide, etc.). This meeting also presents an excellent opportunity for the PCP to question the organiser on any points that may have been unclear from the documents sent in advance. It is also the occasion to discuss each party's responsibilities (those of the Commissaires' Panel and those of the organisation).

As a Commissaire you should be:

- in possession of the organiser's contact details and those of the members of the Commissaires' Panel (telephone numbers). These will be useful in the event of any unexpected circumstances regarding travel to the event (by train, plane, car, etc.).
- able to recognise the person meeting you upon your arrival (at the airport, station, etc.). You should know this person's name and telephone number and the agreed method of identifying each other.

The members of the Commissaires' Panel should present themselves to the PCP as soon as possible upon arrival at the venue in order to begin their duties.

#### NOTE

Before arriving, the PCP should prepare a list of the Commissaires' tasks, to be assigned during the first Commissaires' briefing. This is important – every Commissaire should know the schedule and their responsibilities. It is also important for the Commissaires (whether international Commissaires or national Commissaires appointed as assistants by the host federation) to be aware of the tasks of the others; this facilitates effective teamwork by the Commissaires.

#### 4.2.1.1. Track and venue inspection

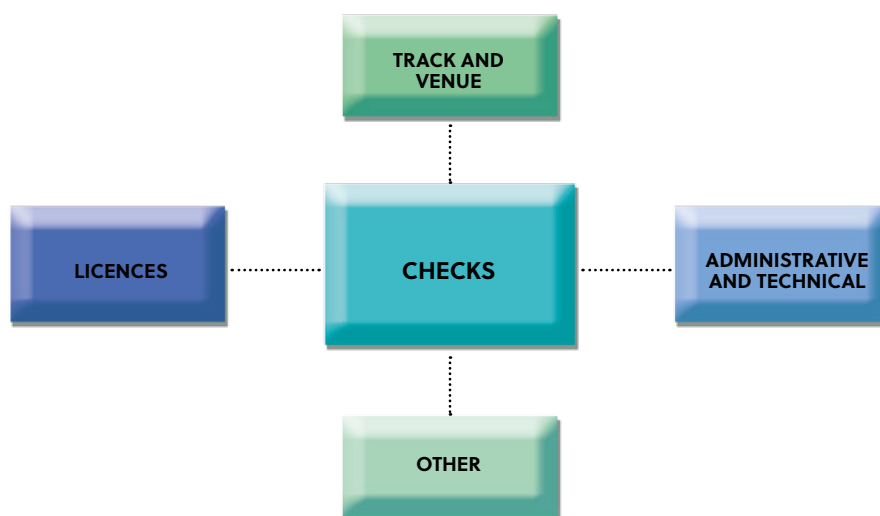


DIAGRAM. Checks at the venue

Following the initial meeting with the organisation, the PCP and Technical Delegate (if one is appointed; otherwise this duty falls to the PCP) should inspect the race venue and the track. The purpose of this inspection is to ensure the regulations have been respected, that there are no problems that could present an undue risk to the riders and that the track is prepared in a way such that it presents a sporting challenge without putting the riders at undue risk.

The following should be checked:

#### A. THE RACE VENUE

<b>Race office/ race headquarters</b>	Particularly the meeting room for the Commissaires' Panel.
<b>Location for riders' confirmation</b>	Is it big enough, sheltered, electricity supply, sufficient tables / chairs?
<b>Staging area</b>	Is it big enough and well organised? – one or more pre-staging pens; 10 lanes, numbered 1-10; access controlled with barriers; a separate PA system for calling the next races to staging.
<b>Posting board</b>	For rider lists, communiqués, results and moto sheets – in rider pits as well as team manager's area.
<b>PA system</b>	Check that there is a PA system for the announcer.
<b>Medical station</b>	Check the location of the medical station and access to this area from the track for injured riders.
<b>Doping control station</b>	Check the location of the doping control station.
<b>Team area / rider pits</b>	Check the location of the team area / rider pits.
<b>Route</b>	Check the route from the finish line back to the rider pits and the staging area.
<b>Fence</b>	Check the fence separating the track infield and race staging from the public areas.
<b>Toilets</b>	Are there enough toilets for the organisation, volunteers and riders?

**B. EQUIPMENT FOR THE RACE AND PRACTICE**

<b>Flags</b>	Check the yellow flags, red flag (for the PCP) and green flag.
<b>Radios</b>	Check radios for the Commissaires' Panel, ideally with noise-cancelling head-sets.
<b>Backup equipment for the gate</b>	Check the existence of backup equipment for the gate – backup power supply, compressor and piston.
<b>Covers for the track</b>	In case the track surface is not of the type that can be used during rain.
<b>Equipment for scoring the race</b>	Video camera system, photo finish, transponder systems, etc.

**C. THE TRACK**

<b>Staging area</b>	As already described.
<b>Start hill</b>	<ul style="list-style-type: none"> <li>• Height.</li> <li>• Condition of the start hill surface.</li> </ul>
<b>Gate</b>	Mechanical condition of the gate, piston and control system – speakers, lights and voice box: backup parts, such as backup power supply, ram and compressor.
<b>Track</b>	<ul style="list-style-type: none"> <li>• Number of corners.</li> <li>• Width of the track throughout.</li> <li>• Length of the track.</li> <li>• Whether or not there are one or more “pro” sections.</li> <li>• Condition of the surface – type of material used, smoothness.</li> <li>• Drainage.</li> <li>• Safety zone (minimum 2m from the edge of the riding surface to any hard object).</li> <li>• Protection (padding for anything that the riders could crash into if they leave the track).</li> <li>• White lines, paying particular attention to the inside of the corners and the positioning of the lines dividing any “pro” sections from the challenge sections, particularly where the lines start and finish.</li> <li>• Location and condition of the finish line and finish arch.</li> <li>• Space at the finish line for the Commissaires to work.</li> <li>• General condition and surroundings of the infield (the area inside the fence); look for hazards that could jeopardise the safety of the riders if there is a crash where one or more riders leave the track. <i>Examples: large rocks, debris, guide wires and metal poles for arches / tents, position of flag poles, banners, scaffolding for camera positions, etc.</i></li> <li>• Design of the track from the point of view of deciding the positions where the Commissaires will operate during the practice and races, and also positions for media / photographers and the medics.</li> </ul>

**NOTE**

Part I of the UCI Regulations (**ARTICLES 1.2.060 and 1.2.061**) places responsibility for “safety” on the race organiser. While it is true that part of the track inspection is to identify any undue hazards that may have been missed by the organiser, providing a track that reasonably preserves the safety of the riders is the organiser’s responsibility, not that of the Technical Delegate or Commissaires. In this sense, the main purpose of the track and venue inspection is not to be a ‘safety’ inspection, but rather to check that risk is well managed and most of all, that the track is well prepared for the event.

## D. RACE HEADQUARTERS

The race headquarters is the location from which the organisation manages the race. It should be sufficiently organised and equipped for the race to run smoothly. Items that are generally checked include:



The opening times (before and after the race), which are given in the competition guide (**ARTICLE 1.2.056**), and that these opening times are respected.

The personnel and equipment at race headquarters must allow all parties to work under optimum conditions:

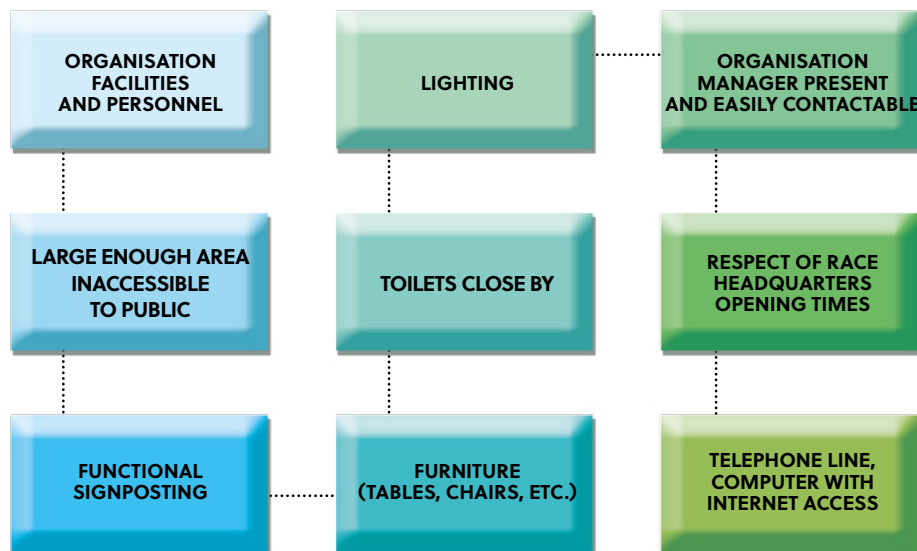


DIAGRAM. Ideal race headquarters equipment and personnel

The race headquarters should accommodate:

- The organisation's administrative service.
- The facilities to copy communiqués such as start lists, results and official information from the Commissaires' Panel (make sure that a staff member is available to carry out this work).
- Various offices/workstations for the organisation management and staff.
- An office for the Commissaires' Panel with telephone and Internet access.
- A press office if necessary:
  - This room is used for the accreditation of journalists.
  - It should offer work spaces with electricity sockets and Internet connections.
  - The press office may vary depending on the importance of the event and the number of journalists attending.



- The Doping Control Station shall be located in the immediate vicinity of the finish area (with the facilities discussed in the anti-doping section of this guide).



- A place for the team managers' meeting. The Commissaire checks that the layout of the room for the meeting of the team managers and individuals involved in the race is satisfactory (tables, chairs, microphone, etc.).



- The race headquarters may be located in permanent buildings (preferable), or a collection of trailers or tents, provided that there is enough space for it to function smoothly regardless of the weather conditions.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain why the PCP meets the organiser upon arrival.
- Describe what to do when first arriving if appointed as a member of the Commissaires' Panel.
- Explain the track and venue inspection.
- Describe the dimensions of UCI compliant BMX tracks.
- Explain the organiser's role with regards to safety.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Explain the differences between the roles of the PCP and the TD regarding course and venue inspections.



## WHAT TO DO

- Respect the pre-arranged meeting time with the organiser.
- Ensure proper checks of the track and venue are carried out.



## WHAT NOT TO DO

- Do not arrive at the last minute without time to carry out the necessary checks.

#### 4.2.2. RIDERS' CONFIRMATION AND THE TASKS OF THE SECRETARY

In addition to the PCP, the Commissaire appointed as the secretary at BMX events has a significant and sometimes difficult task – managing the administrative aspects of the race, including registration; production of start lists (moto sheets); management and distribution of results and start lists for later stages of the competition; and validation and distribution of the overall results for the event.

The secretary is responsible for the following tasks (in this order):



- 1. Registration / riders' confirmation.**
- 2. Production of the rider lists.**
- 3. Combining categories with insufficient entries.**
- 4. Overseeing and validating the production of the moto sheets (start lists) for all phases of competition:**
  - Including seeding the motos.
  - Including checking that the gate positions are correctly assigned.
- 5. Ensuring that the race paperwork (results and moto sheets) is correctly published and distributed.**
- 6. Overseeing the operation of the computer software that creates the moto sheets and manages race results.**
- 7. Other administrative tasks such as production of communiqués.**

The secretary has a busy and sometimes difficult job.

##### 4.2.2.1. Riders' confirmation



The first task of the secretary involves managing the riders' confirmation. It is at riders' confirmation that riders confirm their entry in the event, show their licence, pay any outstanding entry fees, and receive their race plate.

A rider is not considered registered for the event until all of these steps have occurred. Moreover, no rider is permitted on the track until such time as he or she has fully completed the registration process.

It is the responsibility of the race organiser to accept entries and payment for the event. It is the responsibility of the secretary Commissaire to manage the process by which riders are confirmed.

Riders' confirmation includes the following steps, usually in this order:

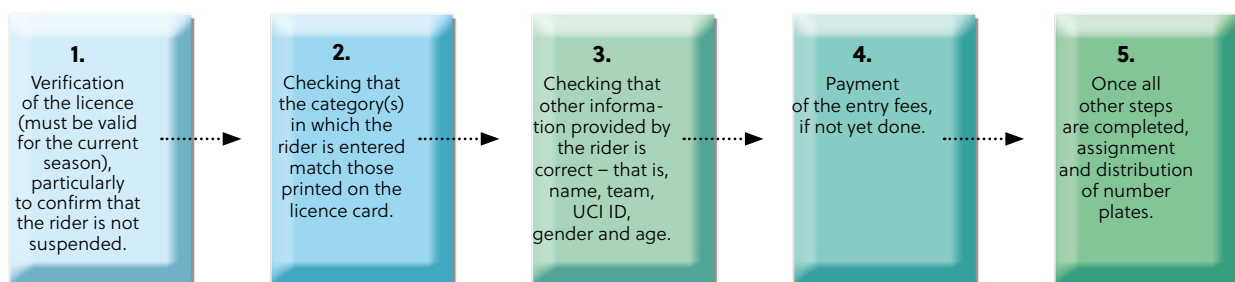
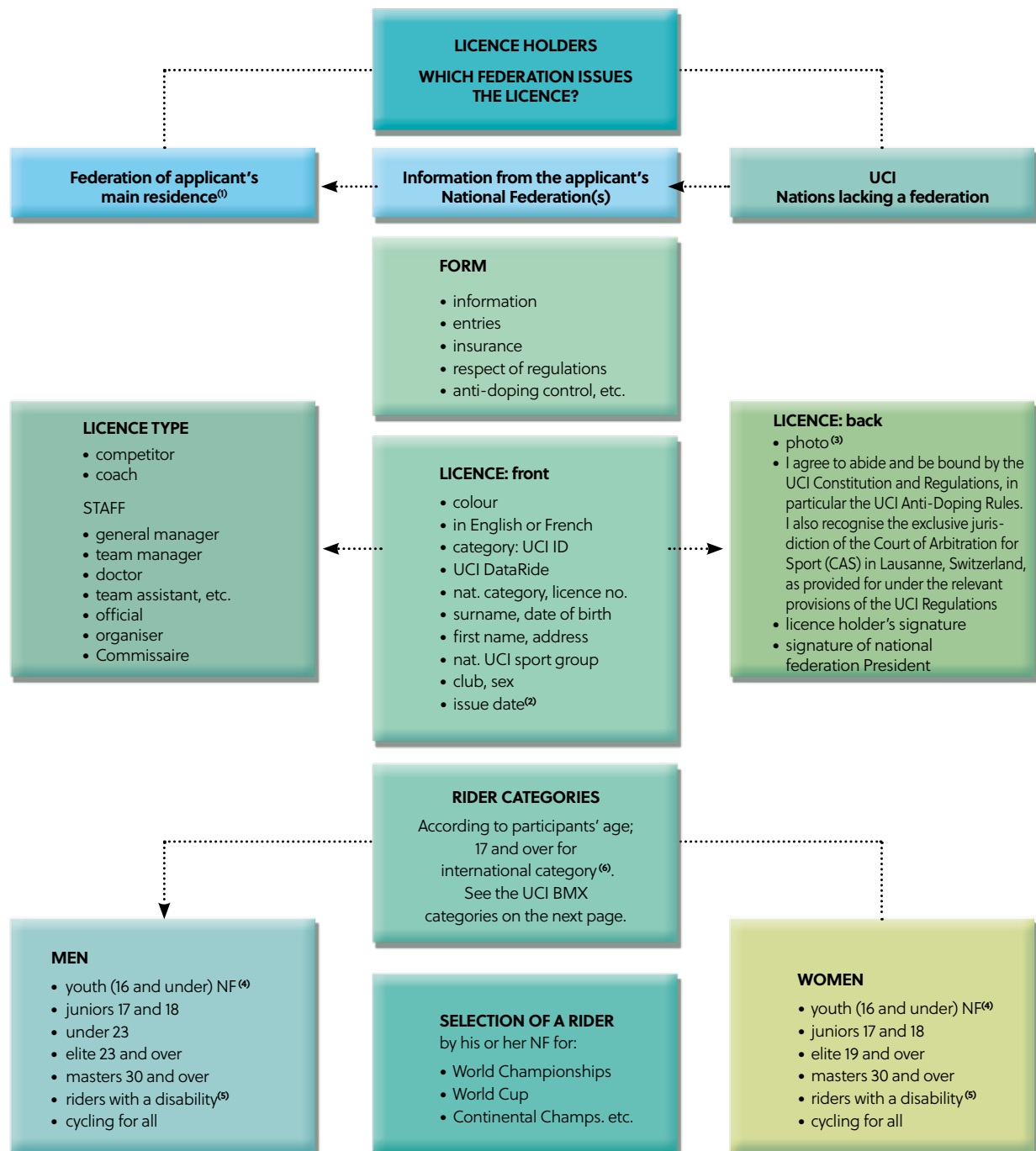


DIAGRAM. Riders' confirmation

Given that a key task of the secretary is to check rider licences, it is important that Commissaires understand the process by which licences are issued in order to ensure that a licence presented by a rider is valid.

The administrative procedure of issuing a licence allows the identification of riders and all other parties involved in a cycling event, whatever their role. It is important that Commissaires, at all levels, are aware of the conditions for issuing licences as they are responsible for the relevant checks at the start of cycling events.



(1) The licence is issued by the federation of the country in which the applicant has his/her principal residence. The individual may be authorised by the National Federation of the country of residence to participate in competitions for the club indicated on the licence and to take part in the various championships of their National Federation. However, the UCI ID remains the same and depends on the nationality of the rider, regardless of the country issuing the licence. For example: a French rider residing in Belgium must apply for a Belgian licence according to the procedures of the Belgian federation but the rider's nationality will remain FRA.

(2) A licence is valid from 1 January to 31 December for National Federations that are members of the UCI.

(3) If a photo is not required, identification (in the form of a national ID card or passport) may be requested.

(4) Subject to the administrative regulations of the relevant National Federation.

(5) This category designates riders with disabilities as specified by the International Paralympic Committee's (IPC) functional classification system for cycling.

(6) Except for international BMX events.

#### 4.2.2.2. UCI BMX Categories

##### NOTE

Always check the compliance of the category information provided here with the National Federation or UCI Regulations. From time to time, the regulations concerning categories of riders may change.


 As of 2014, the categories that may apply at various types of international race are as follows. The regulations concerning BMX race categories are defined in **ARTICLES 6.1.001 to 6.1.011**.

TABLE. UCI BMX categories

	MEN		WOMEN	
	20"	Cruiser	20"	Cruiser
<b>Championship Categories</b>	Elite (19+) Junior (17-18)*		Elite (19+) Junior (17-18)*	
<b>Masters</b>	30+ (who elect that status)	Masters Men are allowed to race in the challenge level cruiser category for their age group if they wish.		
<b>Challenge Categories</b>	Age 5**, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17-24, 25-29, 30-34, 35+	Age 12 and under, 13-14, 15 - 16, 17-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50+	Age 5-7**, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17-24, 25+	Age 16 and under, 17-29, 30-39, 40+

\* For BMX Supercross World Cup events, only two categories are held: men 17+ and women 17+.

\*\* Riders in the age 5 category must actually be five years old (calendar age) on the day of competition. In other categories, age is determined by subtracting the year of birth from the current year.

#### CHALLENGE VS. CHAMPIONSHIP OR MASTER



As per **ARTICLE 6.1.005**, riders who are 17 or older must decide at the start of each season whether they will race as a challenge or championship rider (male riders aged 30 and over may also decide to race as a master). It is not possible to race as both a challenge rider and a championship (or master) rider in the same season. The category selected by the rider must be printed on the licence.

#### 4.2.2.3. Registration office



The organiser must carry out suitable administrative preparations and provide an appropriate space to facilitate an efficient race registration. The purpose of registration is as follows:

- To verify that the riders entered in the race are not suspended and are entitled to race in the category in which they are entered.
- To assign and issue race numbers to riders.
- To accept payment for the race if not already paid by other means (e.g. an on-line registration system).
- To produce the moto sheets (start lists).
- A weather-resistant information board must be installed.

The race registration is supervised by the Commissaire who is appointed as secretary.



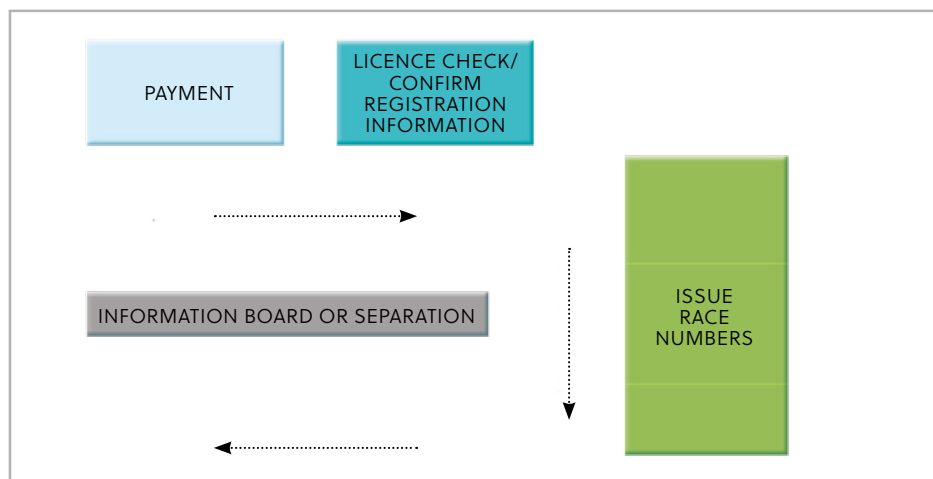
### CHECK-LIST – WHAT TO LOOK FOR WHEN CHECKING RIDERS' LICENCES

- The rider's UCI ID needs to be mentioned on the lists.
- If there is no photograph on the licence, confirm it against some kind of identity card (driving licence, passport, national identity card, etc.).
- Verify that the rider's name and UCI code match those provided on the entry form.
- Confirm the team details on the entry form (normally no team or club is entered on the start list if it is not on the licence – exception: national teams).
- Confirm that the licence is valid for the current year (licence colour and text).
- Confirm that the licence is signed by the rider (if not, have them sign it).
- Confirm that the rider is entered in the category most closely corresponding to that on his/her licence card; it is not usually possible to enter any other category.
- If the licence is not legible (or the rider/manager arrives without it) confirmation of all of these details is required from the National Federation concerned. If such evidence (fax/e-mail from the federation) can't be supplied, then the rider can't start the race. It is the rider's responsibility to contact the federation to obtain this confirmation.

The following illustrates an optimum setup for race registration.

### SETUP FOR RACE REGISTRATION

The room must be organised so that people are guided in a loop through the various stages: payment, licence check and numbers.



EXAMPLE. Registration room layout

Alternatively, the room can be organised as a way through with separate entry and exit.

A waiting area can also be set up which is helpful in the case of a long queue.

Notice boards should be set up with the following information for each of the stations:

- Payment
- Licence check
- Numbers

## LATE ENTRIES



Unless otherwise mentioned in the competition guide (example: BMX Supercross World Cups), the organiser is not permitted to accept late entries (**ARTICLE 1.2.054**). The entry deadlines published in the competition guide must be respected.

## INTERNATIONAL ELITE NUMBER



As per **ARTICLES 6.1.094 - 6.1.098** only riders with an International Elite Number have the option to print a number of the back of their jersey. Riders without such a number can't print a number on the back of their jersey. Important to note that all riders may print their name on the back of their jersey.

Beginning in on 1st January 2021, International Elite Numbers will be awarded for each 4-year olympic cycle to certain top riders as defined in the regulations.

The use of permanent career numbers has the following impact on race registration:

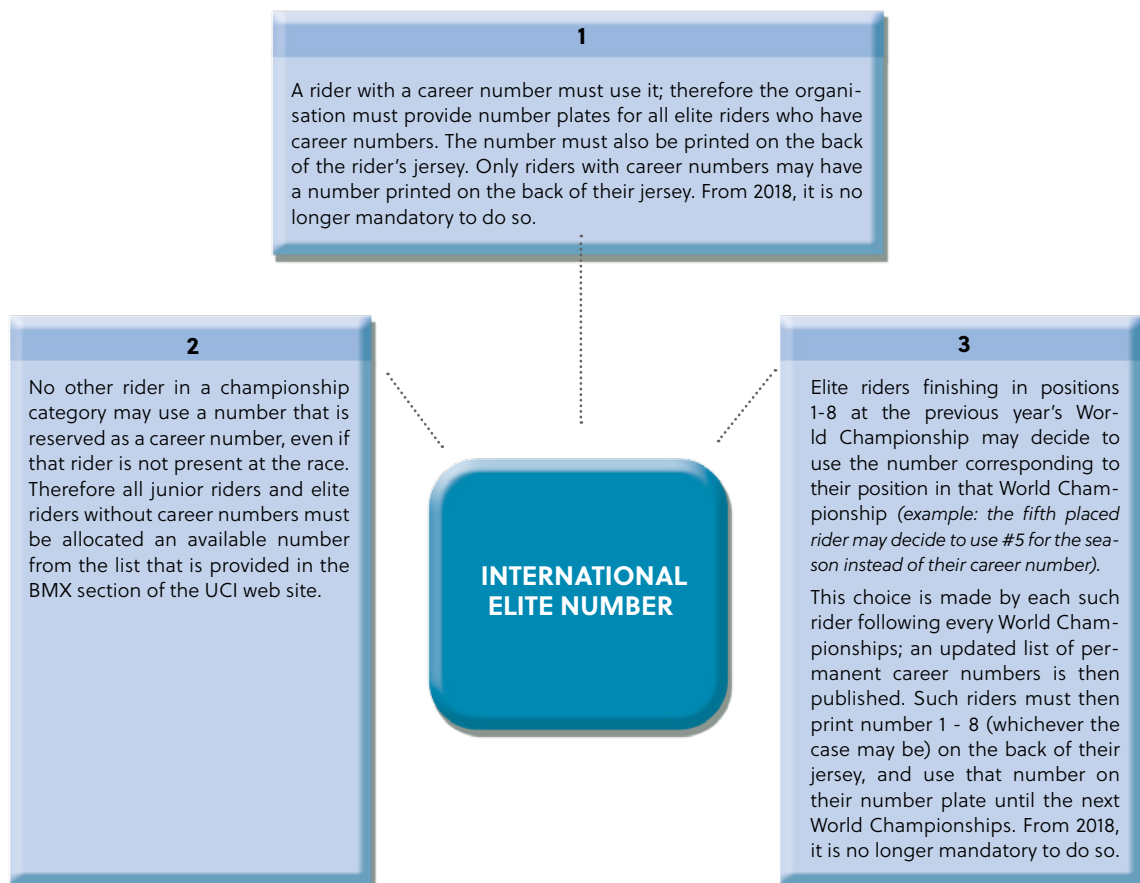


DIAGRAM. International Elite Number

### NOTE

It may happen from time to time that a rider does not earn any UCI points in a season and forgets to reapply for his or her career number. While this is unfortunate, it means that the rider is not permitted to print a number on the back of his or her jersey. The Commissaires' Panel must remain firm in this situation.

**FORMAT OF NUMBER PLATES**

As per **ARTICLE 6.1.091** of the UCI BMX Regulations, the number plates must have the following format:

<b>Men Elite, Women Elite</b>	white plate, black numbers	<b>1</b>
<b>Men Juniors, Women Juniors</b>	black plate, white numbers	<b>2</b>
<b>Challenge level / Masters level</b>		
• Men, Boys, Masters	yellow plate, black numbers	<b>3</b>
• Women, Girls	blue plate, white numbers	<b>4</b>
• Cruiser	red plate, white numbers	<b>5</b>

**RIDER LISTS**

After the riders' confirmation, the secretary must publish a complete list of the entries for every category for the benefit of the team managers. This verifies the list of entered riders, as well as identifying the categories with fewer than five entries (which must be combined).

While the riders' confirmation process should generally catch any registration errors, it also serves as the last opportunity for team managers to question anything that they believe may be incorrect.

**CATEGORY COMBINATIONS**

Once riders' confirmation is finished and the rider lists are published, the next task is to combine any categories that must be combined according to the UCI Regulations.

In order for a category to be held, a minimum of five riders must enter it. This refers to the number of riders who have registered for the event and are confirmed as starters during riders' confirmation. In the case that five or more riders register and are confirmed, but the number competing later drops because one or more riders withdraw, the category is still run with fewer than five riders and is not combined.



Otherwise, if fewer than five riders enter and are confirmed, **ARTICLES 6.1.012 to 6.1.015** describes the procedures under which categories may be combined. A category with less than five riders entered in it is combined with an older category at the same competition level (challenge or championship). The exception to this rule is cruiser categories older than age 34; they are combined with the next youngest category.

If it is not possible to create a category with five or more riders according to these rules, then the category in question is not run.



It is important to note that as of 2014, the race organiser also has the right to decide in advance to combine one or more categories (championship or challenge) according to the procedures set out in **ARTICLES 6.1.012 to 6.1.015**. In order to do so, the category combinations must first be announced in the competition guide. Should this happen, the results are divided into their separate categories after the race for the purposes of awarding prizes and points (the results of the separate categories must be submitted to the UCI, not the combined category).



Apart from the exceptions mentioned in **ARTICLES 6.1.012 to 6.1.015** concerning category combinations, riders must always enter and race in the category listed on their racing licence.

#### 4.2.2.4. Phases of competition

It is important to know what constitutes each phase of competition. The phases of competition, defined by **ARTICLE 6.1.022** are (in this order):

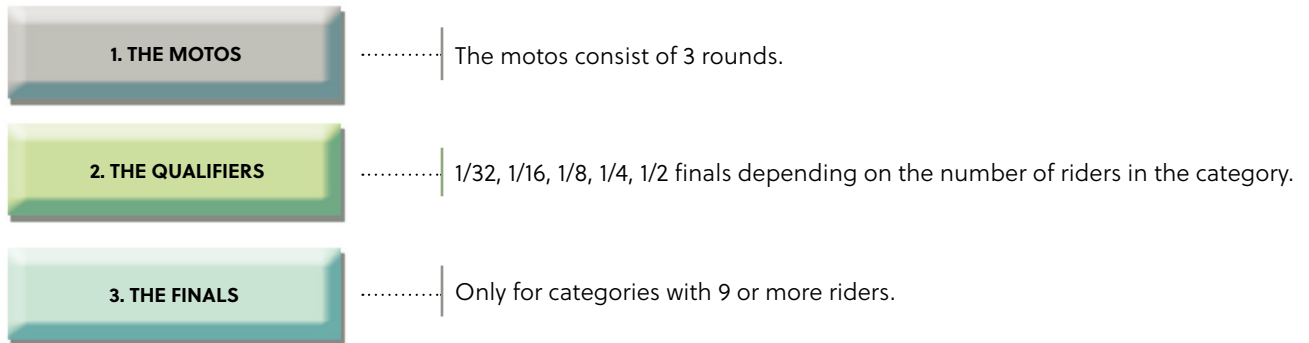


DIAGRAM. Phases of competition

The secretary must ensure that results and moto sheets are produced and distributed for each phase of competition (and each round of the motos).

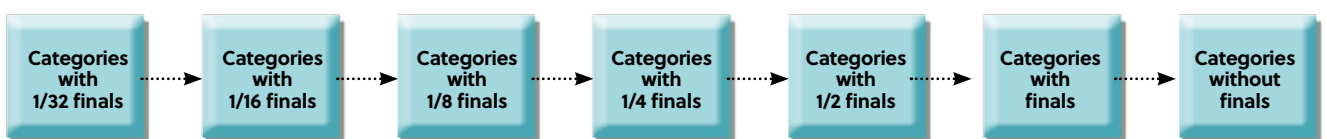
#### 4.2.2.5. Deciding the race order

Another task of the secretary is to decide the order in which the categories will race in conjunction with the organiser and PCP. While this is defined in the competition guide for major events such as World Cups and World Championships, the category order can vary for challenge events depending on the entries received.

Categories that have eight or less riders (and therefore no final) are often run last in each round of racing. The order in which the other categories are run depends on the number of qualifiers that each has. For example, if four categories each had 1/16 finals, then the categories with 1/16 finals would be run first in each round of the motos, followed by those with 1/8 finals, then 1/4 finals and then 1/2 finals.

This is done so that it is easy to insert a break into the schedule following the third round of motos of those categories with qualifiers. During the break, the moto sheets for the qualifiers for all such categories can then be drawn up without wasting time.

Therefore, within each round of racing, it is suggested that the categories are held in the following order:



#### NOTE

This is a best practice, not a regulation. However, setting the race order in this way will allow the secretary to prepare the start lists for the first categories in each subsequent round of competition while the rest of the categories are still racing, thus eliminating some of the breaks between rounds and saving time.

The above-mentioned categories should generally be run in order from youngest to oldest (or slowest to fastest). In this way there is no major speed difference from one category to the next; this helps the Commissaires in that the event progresses smoothly.

Also important is where in the schedule to put the cruiser categories. Most riders who enter a cruiser category also usually race in a 20" category. As a result, it is important to give such riders enough time in the schedule to have a rest and then change their bicycle and get back through the staging system in time for their cruiser moto.

Whatever category order is decided, it should be kept the same for each round of the motos. While it is recommended that this order be maintained for the qualifiers and finals, the order for the finals is often from the youngest to oldest, with the junior and elite categories competing last.

#### 4.2.2.6. Start lists (moto sheets)

The start lists serve the dual purpose of:

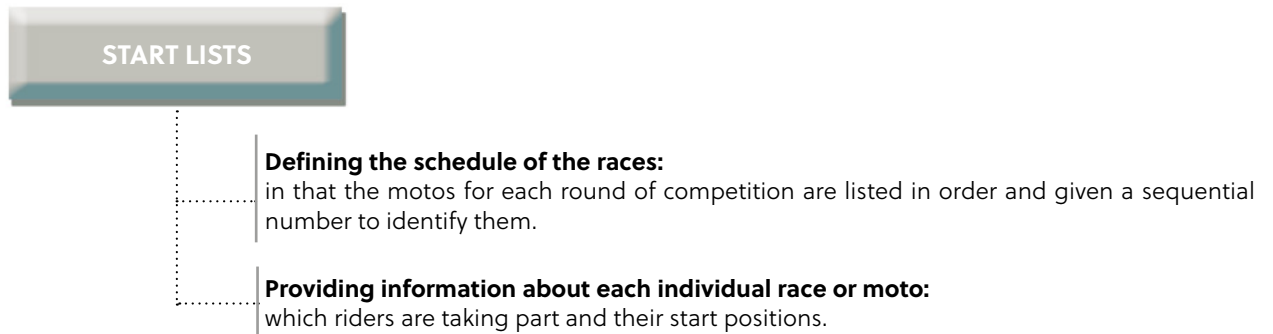


DIAGRAM. Purpose of start lists



As defined in **ARTICLE 6.1.030**, the minimum information about each rider on the start list for each moto includes:

- The rider's name.
- Their number.
- Their UCI ID and country.
- Their start position for the moto (or the order in which they are allowed to choose their position on the gate).
- The qualifying round to which riders will transfer.

Additional information that is helpful (although not required) includes the original category of each rider if the category in question is combined.



If a computer date and time stamp is not printed automatically, the secretary Commissaire should write a time or version number on each page to act as an identifier.

Start lists should be posted on boards for all riders and team managers to see. At major events, copies should be made available for team managers and the media. All Commissaires should also receive copies, as should the race announcers.

New start lists must be drawn up for every phase of competition.

#### 4.2.2.7. Race results



Since the finish order of any race can be the subject of a protest, it is important that results are posted continuously throughout the competition. **ARTICLE 6.1.040** of the UCI Regulations requires results to be posted within 10 minutes of any given race. In practical terms, this means that the secretary should plan to have an assistant post race results constantly throughout the event. The results should ideally be posted in blocks of five to ten motos. Also, the regulations allow results to be published electronically. However, whether the results are printed and posted or posted electronically, results must always include a timestamp indicating the publication time. It is this time that is used to decide whether or not a protest is accepted.

Race results are essentially a direct reflection of the moto sheets; the same information should be presented in addition to the finish order of the moto and the lap time (if a timing system capable of recording lap times is used).

#### 4.2.2.8. Computer software



Much of the secretary's work is automated by computer software – particularly the tasks of combining categories and creating motos (including seeding and start positions). Sometimes the secretary will personally operate the computer software. However, it is usually more efficient if someone else operates the software leaving the secretary free to manage the overall administration of the event.

Whatever computer software is used (there are a number of different programmes available that claim to comply with the UCI Regulations), it is important for the secretary to verify in advance that it will produce start lists and manage results that comply with the procedures outlined in the UCI Regulations. This is particularly important the first time that the secretary attends a race that uses a specific brand of software.



#### LEARNING OUTCOMES

##### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain the process used to issue licences.
- Describe the types of licence.
- Describe the UCI categories for BMX races and the rules by which categories are combined.
- Describe the national categories for BMX races, defined by their own National Federation.
- Describe the rules by which national categories are combined, if different from the UCI rules.
- Describe the registration process and layout of the registration area.
- Explain the process of riders' confirmation.
- Describe the tasks of the secretary.
- Describe the management of results after the event has finished.

##### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Format a schedule of races.
- Provide estimated timings of motos and qualifiers as well as the expected time of completion of the event.



#### WHAT TO DO

- Ensure that the licence check and registration sessions are respected and carried out properly.
- If working as the secretary or PCP, acquaint yourself with the applicable regulations regarding race administration.



#### WHAT NOT TO DO

- Do not arrive at the last minute without time to carry out the necessary checks.

### 4.2.3. ADMINISTRATIVE PROCEDURES AND REGULATIONS

Since the regulations relevant to the work of the secretary are found in several different parts of the UCI BMX Regulations, it is useful to summarise these regulations and related procedures in one place. This will hopefully lead to a greater understanding of the tasks of the secretary.

The procedures and regulations discussed in this section are organised chronologically in the order in which they apply at a race.

While it is crucial for the secretary to master these procedures, it is important for all Commissaires to understand them. Many of the procedures and regulations influence the decisions taken by Commissaires, particularly those working on the track.

#### 4.2.3.1. Categories and category combinations



The UCI BMX categories and procedures for combining categories are described in **ARTICLES 6.1.001 to 6.1.015**.

See [section 4.2.2](#) of this guide for a discussion of category combinations.

#### 4.2.3.2. Format of BMX races



**ARTICLES 6.1.016 to 6.1.026** describe the format of BMX races.

#### 4.2.3.3. BMX time trials



The BMX time trial is a subtype of competition, that can be used to seed the Motos of a BMX Race.

The format of a BMX time trial competition is found in **ARTICLES 6.1.016 to 6.1.020**, as follows:



#### 4.2.3.4. Moto composition and transfer rules

The number of riders confirmed as registered in each category decides the following:

- The number of motos run in the category.
- The number of riders in each moto.
- The qualifying round to which the best riders from each moto will transfer.

This information is found in Annex 1 of the UCI BMX Regulations.

As an example, a category with 23 riders would have 4 motos, 2 semi-finals and 1 final:

RIDERS	MOTOS	1/16 FINALS	1/8 FINALS	1/4 FINALS	1/2 FINALS	FINAL
5-8	1 HEAT	-	-	-	-	-
9-16	2 HEATS	-	-	-	-	1 HEAT
17-19	3 HEATS	-	-	-	2 HEATS	1 HEAT
20-32	4 HEATS	-	-	-	2 HEATS	1 HEAT
33-40	5 HEATS	-	-	4 HEATS	2 HEATS	1 HEAT
41-64	8 HEATS	-	-	4 HEATS	2 HEATS	1 HEAT
65-80	10 HEATS	-	5 HEATS	4 HEATS	2 HEATS	1 HEAT
81-128	16 HEATS	-	8 HEATS	4 HEATS	2 HEATS	1 HEAT
129-160	20 HEATS	10 HEATS	5 HEATS	4 HEATS	2 HEATS	1 HEAT
161-256	32 HEATS	16 HEATS	8 HEATS	4 HEATS	2 HEATS	1 HEAT

There is also a table that describes the distribution of the riders through the 4 motos. In the case of a category with 23 riders, the first moto would have 5 riders, while motos 2, 3 and 4 would each have 6 riders.

#### MOTOS 20 - 32 RIDERS

# RIDERS	HEATS			
	1	2	3	4
20	5	5	5	5
21	5	5	5	6
22	5	5	6	6
23	5	6	6	6
24	6	6	6	6
25	7	6	6	6
26	7	7	6	6
27	7	7	7	6
28	7	7	7	7
29	7	7	7	8
30	7	7	8	8
31	7	8	8	8
32	8	8	8	8

The following table describes the transfer rules:

#### 20 - 32 RIDERS

MOTOS	1/16 FINALS	1/8 FINALS	1/4 FINALS	1/2 FINALS	FINAL
4 HEATS	-	-	-	2 HEATS	1 HEAT

And how each rider is seeded into each qualifier, in this case the 1/2 final:

	1/2 FINALS	
HEATS	1	2
1	1st - 3rd	2nd - 4th
2	2nd - 4th	1st - 3rd
3	2nd - 4th	1st - 3rd
4	1st - 3rd	2nd - 4th

The top four riders in each 1/2 finals shall transfer to the final.

#### 4.2.3.5. Seeding the motos

After the categories have been combined and after the completion of any time trial used for seeding purposes, the next step is to create the heats for each category. Drawing up the heats depends on the seeding method selected; this decides which riders will race in each heat (for categories with nine or more riders).



Having learned the composition of the heats (from the section above), the methods that can be used to seed the riders into their heats are defined in **ARTICLES 6.1.027 - 6.1.028**. In summary, the following methods are acceptable:

##### RANDOM SEEDING

- normally used for challenge categories, but can also be used for championship categories.

##### SEEDING USING UCI RANKING

- can be used for for championship categories where no time trial is held, such as the UCI BMX World Championships.

##### SEEDING USING A TIME TRIAL

- can be used for championship categories.

##### SEEDING BY COUNTRY

- for the challenge categories in the BMX World Championships.

##### SCRAMBLED SEEDING

- usually used for challenge categories, but can also be used for the championship categories.

Regardless of the specific method chosen, the riders are distributed throughout the heat for the category so that (in principle) the two best riders do not meet until the final. This means that in a category with 32 riders, the heats are seeded using the table below. The numbers in the table represent the ranking of the riders in the category (1 = the highest ranked rider, 32 = the 32nd ranked rider) except for Scrambled Seeding (in which the composition of the Motos is completely random - see article 6.1.027quater for more detail).

Regardless of the number of riders in the category or the method used to "rank" the riders, the same method is always used to create the heats for each category.

HEAT 1	HEAT 2	HEAT 3	HEAT 4
1	2	3	4
8	7	6	5
9	10	11	12
16	15	14	13
17	18	19	20
24	23	22	21
25	26	27	28
32	31	30	29

#### 4.2.3.6. Gate start position

Once it is determined how riders are distributed throughout the heats for each category, the gate start position for every rider in every heat must be defined.



**ARTICLES 6.1.029 - 6.1.029bis.** describes the method by which the start positions are determined.

For the gate start position in the Motos, the table in Annex 2 of the UCI BMX Regulations (shown below) is used.

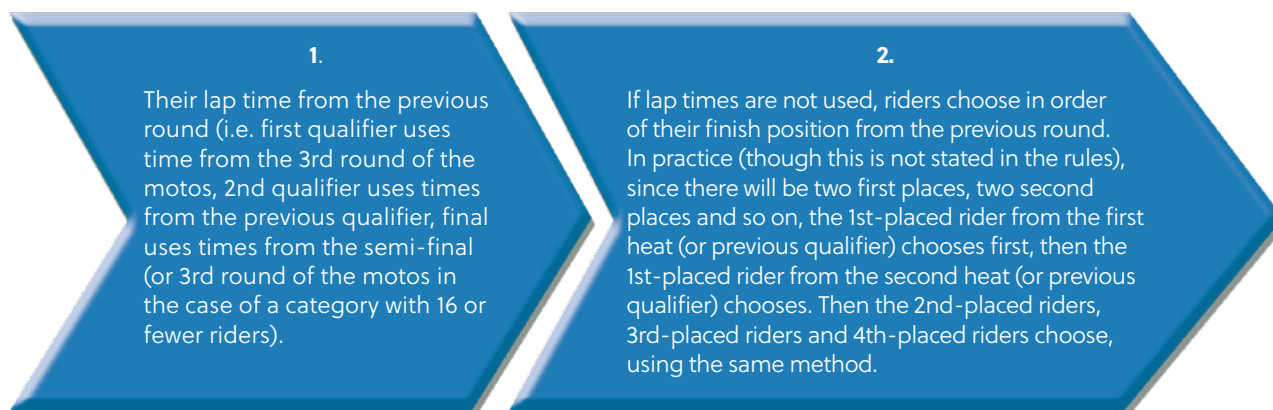
The Motos, Round 1	The Motos, Round 2	The Motos, Round 3
8	2	3
7	6	1
6	3	5
5	1	7
4	8	2
3	5	6
2	7	4
1	4	8



Annex two describes how the table contained within it is used:

- When riders are seeded either by the results of a time trial or a ranking, within each heat, the rider with the highest rank should have position 1 in Round 3 of the Motos; the second highest ranked rider should have position 2 in Round 3 of the Motos, and so on. For example, the 4th highest ranked rider would receive position 2 in Round 1 of the Motos, Position 7 in Round 2 of the Motos and position 4 in Moto 3 (complete rows of the table are always used).
- For randomly seeded categories (or seeding by country), the riders in each heat will be assigned their start positions in the Motos at random, but according to the table. For example, if a rider in such a heat receives position 5 in Round 1 of the Motos, then they must have position 1 in Round 2 of the Motos and position 7 in Round 3 of the Motos.

During the qualifiers and finals, riders are allowed to choose their position on the gate in order of:



#### 4.2.3.7. Race scoring, transfers and tie-breakers

Once the moto sheets have been created, racing begins. The methods used to score races and break ties must now be considered. **ARTICLES 6.1.033 - 6.1.041 ter** describe the scoring method.



In the Motos, for each heat in which he competes, a rider shall receive a point score equal to his finish position in the heat, with the rider in first place earning one point and so on down to the eighth place rider, who will receive eight points. During the motos, riders scored with an IRM will be receive a score for that heat in accordance with article 6.1.034. The riders with the lowest total points earned in the Motos transfer to the next Phase of the BMX Race in accordance with the rules set forth in Annex 1. In the Qualifiers, the top four finishing riders will transfer to the next Stage of the Qualifiers. In the 1/2 Finals, the top four finishing riders will transfer to the Final.

In case Scrambled Seeding is used for the Motos, transfers following the Motos are done on an aggregate basis for each complete category. That is, following the Motos, a classification for all riders in each category based upon the total scores following the Motos (in accordance with the method described above) is made. The best ranked riders in this classification will transfer to the next Phase of the event. The number of riders who transfer to the next Phase depends upon the number of riders entered and confirmed following riders confirmation, as described in Annex 1.

For example, as per Annex 1, a category with 39 riders entered and confirmed following riders confirmation would have 5 heats in each Round of the Motos. Following the Motos, 4 heats of 1/4 Finals would be held, each of which would have 5 riders.

Therefore, the best ranked 20 riders (4 quarter finals x 5 riders each) following the Motos will transfer to the Qualifiers. The riders who transfer to the Qualifiers would then be seeded into the first round of the Qualifiers according to the method in 6.1.027bis, in order of their classification following the Motos. Ties in transferring positions are resolved in accordance with the method described in article 6.1.035

Also, **ARTICLE 6.1.041 ter** says:



This tie-breaking method is used in the following cases:

- In case more than 1 rider in a heat is scored with the same IRM as described in articles 6.1.034 and 6.1.035;
- In case a tie occurs in any particular heat where a clear decision cannot be determined from the applicable scoring system in the transferring positions in the Qualifiers or the award positions in a Final;
- In case a tie occurs when determining the Final Classification, as described in article 6.1.041.

In all of the above cases, the tie will be broken by applying the following methods in the order listed below until the tie is broken. In case a method is either not available or not applicable to the situation, then the next highest priority tie-breaking method will be used.

- Time in the previous heat
- Position in the previous heat
- The rider's best finish in the preceding qualifiers (if applicable to the situation)
- In descending order 3rd, 2nd, 1st round finish result in the Motos.
- BMX Time Trial results (if held)
- For Championships categories, the UCI Individual BMX ranking, or for Challenge level and Masters categories, the national ranking or series ranking used for seeding the Motos, if any
- In the case of breaking ties between riders scored with the same IRM, at random.

Otherwise, if the tie can't be broken according to the above method, then the riders concerned shall share the place in question, and the place(s) below would not be allocated. For example: 2 riders tied for 5th place in the semi-finals would both receive 9th place in the Final Classification; the next place awarded would be 11th place.

To summarise:

Points awarded for a DNS	Number of riders on the start list for that heat + 2 points. A 2nd DNS means that a rider is not eligible to transfer.
Points awarded for a DNF	Number of riders who started the heat.
Points awarded for a REL	Number of riders who started the heat + 2 points.



It should also be noted that during any of the three rounds of motos, if the Commissaires (or the various scoring methods used) cannot determine the winner in a very close sprint, then all riders concerned share the best place in question (**ARTICLE 6.1.036**).

For example, if in the 3rd moto for a category, the finish order of the riders contesting 4th place could not be decided, then both riders would share 4th place for that race, with 5th place being unallocated.



#### 4.2.3.8. Final classification

After the racing is finished, the final classification is drawn up for each category. **ARTICLE 6.1.041** defines how this is done:

The Final Classification of the BMX event for each category (or combined category) is determined by:

- The Phase reached (Final, Qualifiers, or Motos)
- If the Phase reached is the Final or the Qualifiers, the rank from the last completed Round within that Phase.
- If the Phase reached is the Motos, the total points from this Phase. In case the Motos are not completed, then the total points from all Rounds of the Motos that were completed.
- The time in the last heat completed, in case of ties the time from the previous heat is considered.

When the tie cannot be broken by time, then the tie-breaker in article 6.1.041 ter shall apply.

**LEARNING OUTCOMES****ELITE NATIONAL COMMISSAIRES**

Elite National Commissaires should be able to:

- Explain the various administrative procedures and applicable regulations for BMX races.
- Explain how races are scored.
- Explain the impact on race scoring of the various IRMs (DNF, DNS, REL).
- Explain how various types of ties are broken.

**INTERNATIONAL COMMISSAIRES**

Additionally, international Commissaires should be able to:

- Demonstrate the seeding of a 32 rider category, including heats in the Motos, 1/2 final and final.

**WHAT TO DO**

- If working as the secretary or PCP, reacquaint yourself with the applicable regulations regarding the race administration.

**4.2.4.****MEETINGS BEFORE THE RACE START**

Several different meetings and discussions must be held, such as:

- meeting with the organiser,
- meeting on riders' confirmation process,
- the team managers' meeting (when relevant),
- the Commissaires' meeting,
- the medical briefing,
- meeting with the timing service provider,
- etc.

The purpose of these meetings is to provide the PCP and Commissaires with all the information needed to oversee the race. An exception is the team managers' meeting (if held), which is used to inform the team managers about any decisions made by the Commissaires' Panel on the race procedures, as well as any information that is supplementary to the competition guide.

**4.2.4.1. Meeting with the organiser****The following individuals should attend the meeting:**

- The PCP
- The organiser
- The registration coordinator
- The track manager



It is very important for the PCP to meet and brief the organiser as soon as possible after arriving at the race site. This meeting is an important step towards cementing a productive working relationship.

As the PCP, you must arrive at the event headquarters sufficiently in advance to be able to meet the organiser in an atmosphere favourable to dialogue (this would not be the case if you arrived at the last minute and issued several demands).

The objective is to check all the key issues that will determine the race supervision of the event, namely:

- Organising the riders' confirmation (sometimes called registration, where licences are checked and handed over and, if used, lateral numbers are issued). The President of the Commissaires' Panel, in consultation with the panel, ultimately decides whether a rider is authorised to participate or not.

**NOTE**

For BMX races, the task of managing the riders' confirmation is delegated to the secretary Commissaire, although the PCP is the final authority in any disputes concerning the eligibility of a rider to participate. Of particular importance during the riders' confirmation is the licence check to ensure that the UCI ID, age and race category selected are correct. If there is any doubt concerning the nationality of a rider, his or her passport should be consulted.

The riders' confirmation should be carried out as soon as possible, because the list of starters can only be drawn up once the riders' confirmation is complete. The list of starters must be distributed as early as possible to the team managers, officials, press, etc.

- Preparing the room for the team managers' meeting (if held).
- Planning the following technical resources for the race supervision:
  - The meeting with the track manager to review the preparation and marshallings of the track.
  - Ensuring that sufficient radios with a channel reserved for the use of Commissaires are available.
  - Medical assistance, including the required number of first aid attendants, the doctor and the means of evacuating injured riders from the track. Directions to the closest hospital must be provided (this information must also be included in the competition guide).
  - Review of the event schedule, including practice and any opening ceremonies planned by the organiser (rider introductions, national anthems, etc.).

- Confirming that the prize money is at least the minimum required by the UCI Financial Obligations.
- The availability of timing personnel (timing service provider), timing and photo-finish equipment, including the distribution of transponders (if used).
- The track and its specific details, the staging area and rider pits.
- Enlisting the organiser's cooperation to ensure that all key organisation personnel attend the team managers' meeting



#### CHECK-LIST – CHECKS TO BE CONDUCTED UPON MEETING THE ORGANISER

- **Preparation of the room** for the meeting of the team managers and individuals involved in the race.
- **Check of the technical resources** to be provided to facilitate sporting control:
  - The timing system,
  - The gate,
  - Radios,
  - Yellow, red and green flags.
- **Check of medical facilities:** Medical positions around the venue and course, number of medics and the doctor's name.
- **Check of the track.**
- **Check of the anti-doping facilities** in coordination with the Doping Control Officer (DCO).
- **Clarification** of the input and coordination of the organisation manager and the PCP at the team managers' meeting.  
A list of those individuals required to attend the meeting.

#### COOPERATION WITH THE ORGANISER

When striving to build an optimum relationship with the organiser, there are many psychological considerations to take into account. Most important is to maintain a cooperative spirit, such that the planned human and material resources for the supervision of the race can be checked. It is also important to treat the organiser with respect and show appreciation for the work carried out, even if some aspects of the race preparations are deficient. It is only against this background that you can gain the organiser's cooperation to correct such deficiencies.

It is important to resolve all problems relating to the event as far in advance as possible: this approach reduces anxiety for all concerned, Commissaires and organisers alike.

After having studied the resources provided for the event, there may be a discrepancy between what is required and what is available. At this point, it is necessary to work with the organiser to find and adapt the best possible solutions to ensure the smooth running of the race.

#### NOTE

The attitude of the President of the Commissaires' Panel is crucial when faced with a difficult situation. Even when being given a frosty reception and/or facing shortcomings in terms of organisation, tact must be shown: you must always remain courteous in your approach, maintain cordial relations and be as cooperative as possible, while requiring that the essential resources are made available.

It must never be forgotten that the task of securing all the necessary resources (financial, administrative, technical and human) and assembling an efficient management team to organise an event takes up a huge amount of energy and time (and even entails self-sacrifice).

It is evident that effective organisation will greatly facilitate the supervision of a race. However, a poor relationship with the organiser will always be detrimental to the efficiency and success of the event – much more than missing a few material or human resources.

As PCP, it is also important to involve the national Commissaires (or the international Commissaires appointed by the national federation) as they probably know the organiser better than you and can speak to him or her in their own language. Don't forget that sometimes your biggest problem may be making yourself clearly understood in the language of the host country. It is best not to assume that you have been properly understood, especially in a situation where one or both of you are communicating in a language that is not your native tongue.

#### 4.2.4.2. Team managers' meeting



##### The following individuals should attend the meeting:

- The organiser
- The PCP
- As many of the other Commissaires as possible, if their duties allow
- The technical delegate, if appointed
- The doping control officer, if present
- A representative of the organization
- The team managers



All individuals with a function at the event must attend this meeting to ensure that instructions are respected. Note that not all races have a team managers' meeting although it is recommended that such a meeting is held.

##### THE ORGANISER

- Opens the session and discusses all practical and material procedures.
- Answers questions on organisational matters.

##### THE PRESIDENT OF THE COMMISSAIRES' PANEL

The PCP conducts the team roll call at the beginning of the meeting, if necessary.

##### NOTE

It is recommended that the PCP arrives at the meeting with a list of the federations represented at the event and, where possible, the names of their team managers. Alternatively, everyone attending the meeting should sign an attendance sheet indicating their name and the country they represent; this is done at the entrance to the meeting room.

Following the contribution of the organiser, the PCP:

- Introduces the Commissaires' Panel and the technical delegate (if appointed).
- Describes any aspects of the race at variance with or in addition to the competition guide:
  - Details of any necessary modifications of the event schedule.
- Highlights any specific regulations for the event, as mentioned in the competition guide.

- Presents additional information, depending upon the type of BMX event:
  - **General topics**
    - > Location of the team managers' area (especially during practice).
    - > Confirms which categories will do the "pro" section (usually junior men and elite men, but this can occasionally vary).
    - > Reminder concerning National Champion's jerseys and career numbers.
    - > Confirms the method used to seed the motos.
    - > The location of transponder distribution and return (if any).
    - > The main points of any communiqués that have been published.
  - **BMX time trial**
    - > The start times of each category.
    - > The opening time for race staging.
    - > Confirms the number of riders in each category who will advance to the super-final.
    - > Procedures for the time trial award ceremonies (number of riders who must attend, location, timing).
  - **BMX race event**
    - > Any specific points concerning sporting control of the race.
    - > Details of any opening ceremonies / rider presentations.
    - > The opening time for race staging.
    - > Procedures for the award ceremonies (number of riders who must attend, location, timing).
- The PCP answers any questions regarding race supervision.
- The PCP indicates that an anti-doping control could take place (and hands over to the doping control officer [if present] at the end of his/her contribution).

The importance of the team managers' meeting should be stressed, in this way reinforcing the PCP's leadership. Make sure that you are well prepared and that the information presented at the team managers' meeting is relevant and that most of the time is spent discussing information not found in the competition guide. It is important to ask team managers to keep questions until the end of the meeting.

#### NOTE

The team manager's meeting is less a forum for discussion and more a means of delivering important information about the race and any decisions made by the Commissaires' Panel. Team managers with a particular problem concerning a technical aspect of the race should be asked to wait until after the meeting to discuss the matter in person with the PCP and/or the technical delegate.

**4.2.4.3. Other meetings: Commissaires' Panel meeting, medical briefing****MEETING OF THE COMMISSAIRES' PANEL****The following individuals should attend the meeting:**

- The PCP
- All other Commissaires
- The TD, if appointed, should be invited (but presence is not mandatory)



The President of the Commissaires' Panel convenes the panel and allocates tasks to the Commissaires depending on the official appointments. It is very important to ensure that a meeting of the Commissaires' Panel is held as soon as all the Commissaires arrive at the venue and before the race starts. The success of the Commissaires' Panel in managing the race depends upon its ability to work as a team.

As some of the Commissaires appointed to the race may not have worked together before, the meeting of the Commissaires' Panel additionally serves as the means for the PCP to make his or her expectations known, and for the members of the panel to ask any questions.

This meeting and, if time permits, other social activities such as the panel taking dinner together, are also important because they allow the Commissaires to get to know one another a little better. This serves to increase the degree of trust between colleagues which is the foundation of the panel's ability to function well as a team.

At the Commissaires' Panel meeting for BMX races, the PCP provides an update on the schedule and event details. The Commissaires allocated to the track walk the track together in order to decide their positions and areas of responsibility both during practice and competition.



The PCP also spends time with the staging Commissaires and finish line Commissaires in order to make his or her expectations known with respect to these areas.

While not strictly required, it is good procedure for the Commissaires to meet every day before practice begins in order to go over any changes to the tasks or positions based upon the outcome of the previous day.

It is important to note that not all persons serving in an "official" capacity at the race may be trained or certified as Commissaires. For example, sometimes there may be fewer Commissaires available for staging or at the finish line than expected. In this case, volunteers with experience from the host track may be used; however, the PCP should ensure that these people understand what is required of them and who they should contact (preferably via radio) if they have problems or are unsure how to proceed.

## MEDICAL BRIEFING



### The following individuals should attend:

- The PCP
- The medical coordinator / race doctor
- The medical staff



The ability of the Commissaires to manage the sporting aspects of the race and optimise the riders' safety depends in part upon how well the medical team have been instructed.

A significant problem with BMX events is that the standard working practices of medics and other first aid responders must be modified in order to suit the nature of the schedule.

The most important points that must be made clear to the medical team are these:

## IMPORTANT



The ability to finish the event on time (especially when there is TV production) depends upon having enough staff on the track to respond to incidents.

It is essential for the medics to stabilise injured riders as quickly as possible and then remove them from the riding surface of the track. Any treatment should be conducted in the medical area, in an ambulance, or at hospital, but never in the track infield.

A sufficient number of medics should be available to deal with multiple casualties.

As soon as a rider is taken to the medical area, some medics should return to the track immediately so that the event can proceed. The event cannot continue without medics on the track.

In order to meet the schedule, the medics must be in position on the track with their equipment, fully prepared, at least 5 to 10 minutes before the practice or race begins. If the medical team or ambulance is late, then so is the event.

It is wise for the medical team to practice evacuations from the track if there is time to do so. This assists in planning the most efficient evacuation routes, which helps to reduce any delay caused by a crash.

Most of all, stress that the medics must never go out onto the track without first looking to ensure that no riders are coming. During competition, they must always wait until the Commissaires call them onto the track.

Riders should be asked if they want help before the medics assist them. Otherwise the riders in question may be scored as DNF or relegated.





## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Describe the different meetings that must be held upon arrival, if appointed as the PCP.
- Explain the attitude that is needed when dealing with the organiser.
- Explain any pre-race procedures required by the National Federation.
- Explain the role of the first aid guidelines and the topics that should be discussed during the medical briefing.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Describe what to do if an aspect of the race cannot be brought into compliance with the regulations.
- Explain the purpose of the team managers' meeting held at international races, as well as the list of topics that are generally discussed.



## WHAT TO DO

- Arrive well prepared for all meetings.
- If the meeting time or place must be changed, be sure to inform all participants as soon as possible.
- Agree on any subsequent steps or the date and time of the next meeting (if needed).



## WHAT NOT TO DO

- Do not allow a debate at the team managers' meeting; the main purpose of the meeting is to provide information. Contentious points should be discussed in person after the meeting is over.
- Do not make the team managers' meeting last longer than absolutely necessary; be sure to stick to relevant information not already available in the competition guide or information that may be confusing or that has changed.

#### 4.2.5. COMMISSAIRES' PANEL

The Commissaires' Panel is the group of officials responsible for supervising and controlling the sporting aspects of the race.

##### GENERAL DEFINITION

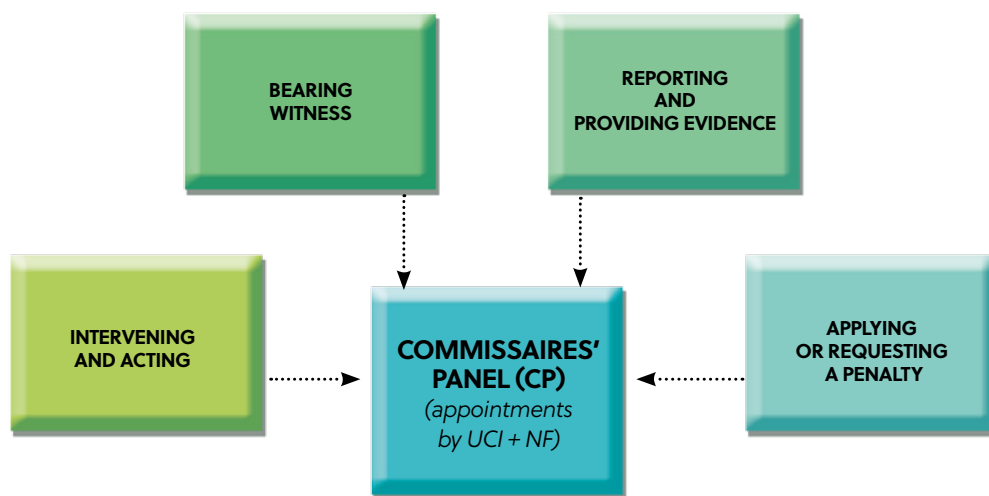


DIAGRAM. Commissaires' competences

The Commissaires' Panel (CP) comprises all the officials who are responsible for the event site appointed by the UCI and National Federation for international races, or all officials who are responsible for the event site appointed by the National Federation for national races.

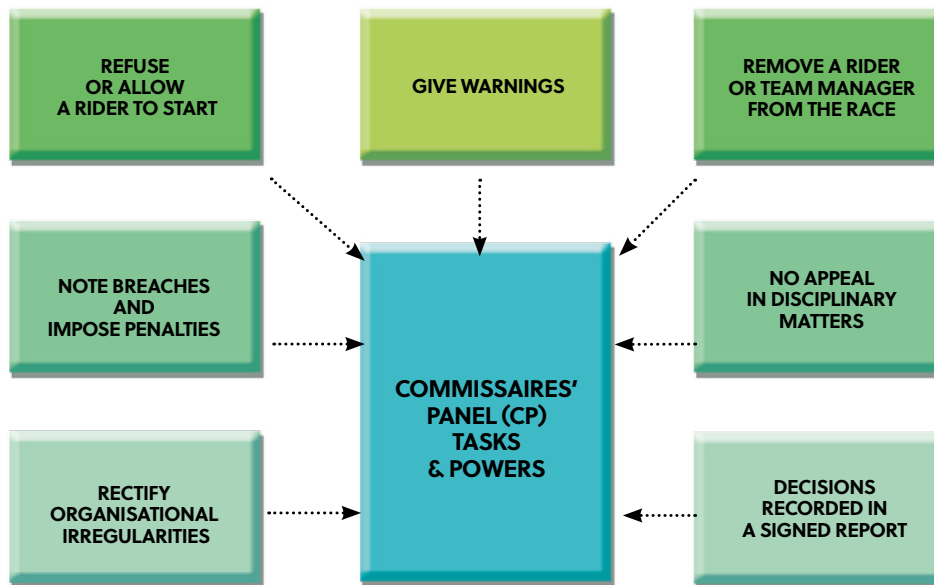
The Commissaire's panel may feature a number of assistant Commissaires appointed by the host National Federation or one of its constituent regional federations.

All the members of the panel are, by definition, Commissaires. Regardless of level, they are therefore all responsible for arbitration and are empowered to: **intervene and act, bear witness, report and provide evidence, apply or request a penalty**, etc.

In the Commissaires' Panel, in the event of a dispute, decisions will be reached by a **majority** decision.

The Commissaires' Panel always comprises a President (PCP), who is responsible for the overall supervision of the other Commissaires and allocation of tasks, and a number of members of the panel, who may be given specific responsibilities. The number of Commissaires appointed as members of the panel depends upon the type and level of race (major games or international race: World Championship, World Cup, Continental Championship or Class 1 event; or a national race) in accordance with **ARTICLE 1.2.116** of the UCI Regulations.



**TASKS AND POWERS OF THE COMMISSAIRES' PANEL***DIAGRAM. Tasks and powers of the Commissaires' Panel*

The Commissaires' Panel will rectify any irregularity it notices with regard to the organisation of the event.

The Commissaires note breaches and impose penalties in their areas of authority. Each individual Commissaire notes breaches and records these in a signed report. The Commissaires' reports can be used as conclusive evidence of the facts noted, in the absence of evidence to the contrary. The penalties imposed are declared by the Commissaires' Panel by a majority vote.

In addition, each Commissaire is individually empowered to take the following measures:

- To refuse a rider to start if they do not comply with regulations or are obviously not in any state to participate in the event.
- To give warnings.
- To immediately remove from the race a rider or team manager who has committed a serious infringement, who is obviously no longer in any state to continue competing in the race or who could pose a danger to any other person.

The Commissaires' Panel or, if need be, each individual Commissaire, takes all decisions necessary to ensure that the event runs smoothly. These decisions will be taken in accordance with the applicable regulatory provisions and, wherever possible, after consulting the event organiser.

In disciplinary matters, no appeal is admitted against factual observations, assessments of race situations and the application of competition regulations by the Commissaires' Panel or, where appropriate, an individual Commissaire, or against any other decision taken by them.

The decisions are recorded in a signed report.

**TERMINOLOGY**

In the past, the Commissaires' Panel has been known by a number of different names (which may vary from country to country), such as the "Jury" or "Race Jury" or "College of Commissaires". These terms, while meaning the same thing, should no longer be used. The term used to refer to the group of Commissaires appointed to supervise a race should always be the "Commissaires' Panel".

#### 4.2.5.1. Roles of the appointed Commissaires and volunteer officials

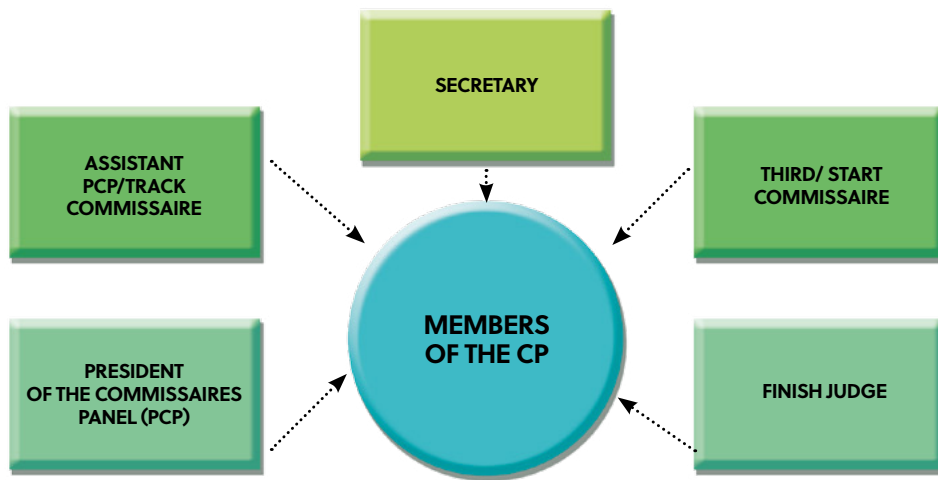


DIAGRAM. Typical tasks for members of the Commissaires' Panel



Commissaires are often appointed as "members of the Commissaires' Panel" but not assigned a specific role by the cycling federation that appointed them; they are usually assigned specific tasks by the President of the Commissaires' Panel before the start of the race. Such tasks typically include working on the track, supervising the start, managing the registration and race administration, or working on the track. Indeed, even if a specific role is assigned by the cycling federation, the PCP always has the right to change the tasks allocated.

The UCI BMX Regulations define a number of Commissaire tasks that must be accomplished; assisting the Commis-

saires are a number of "officials" who may also be Commissaires, but in many cases are not. The table below lists the tasks that should always be performed by Commissaires. A second table lists the roles that can be filled by "officials". Of course, it is preferable to give as many of these roles to Commissaires; however, if the minimum number of Commissaires is assigned as per **ARTICLE 1.2.116**, there will be more tasks than Commissaires.



#### TASKS OF COMMISSAIRES (PART VI: BMX - ANNEX 6 «COMPETITION OFFICIALS»)

THIRD/START COMMISSAIRE	<ul style="list-style-type: none"> <li>• Manage the start hill and either operate the gate or supervise the work of a gate operator. This role is normally assigned to the #3 Commissaire (third member of the Commissaires' Panel).</li> </ul>
FINISH JUDGE/FINISH LINE COMMISSAIRE OR OFFICIAL	<ul style="list-style-type: none"> <li>• If the race is to be scored by finish line Commissaires, at least one member of the Commissaires' Panel should be appointed as a finish judge in order to manage the finish line.</li> <li>• If possible, all of the finish line officials should be Commissaires; however there may be an insufficient number of Commissaires assigned to the event.</li> </ul>
ASSISTANT PCP/TRACK COMMISSAIRE	<ul style="list-style-type: none"> <li>• During practice and racing, the track should be supervised and managed by Commissaires.</li> </ul>
SECRETARY	<ul style="list-style-type: none"> <li>• The race administration is overseen by a Commissaire who is responsible for managing the riders' confirmation and preparing the start lists.</li> </ul>



## TASKS OF OFFICIALS (PART VI: BMX - ANNEX 6 « COMPETITION OFFICIALS »)

While it is preferable that as many of the officials as possible should be trained, licensed Commissaires, the roles are often carried out by volunteers (either with experience or after receiving a specific briefing on their task). Volunteers should be supervised by one or more Commissaires if a decision must be taken.

<b>START HILL OFFICIALS</b>	Check that riders are in the correct position on the gate, check safety equipment, report any problems to the PCP.
<b>STAGING OFFICIALS</b>	Direct the riders into the proper staging lanes. Also check clothing and safety equipment (although this is not mentioned in the regulations). While the start hill officials also do this, riders with non-compliant equipment should not be allowed into the staging lanes. Consult the PCP or start Commissaire in case of problems.
<b>RACE OFFICIALS</b>	Responsible for monitoring the conduct of riders on the track and reporting any problems to the PCP. Although not stated in the regulations, these officials act as assistants to the Commissaires who are positioned on the track. They are not generally allowed to make independent decisions (i.e. penalise riders); their assessments have to be confirmed by the Commissaires.
<b>FINISH LINE AREA CONTROL OFFICIALS</b>	Control access to and from the finish area. Report problems to the PCP.
<b>ADMINISTRATORS</b>	<b>Entry administrators</b> accept entries under the supervision of the secretary Commissaire. <b>Moto sheet administrators</b> are responsible for drawing up the start lists (moto sheets) under the supervision of the secretary Commissaire. Though not explicitly mentioned, the moto sheet administrator(s) are normally the computer programme operators. <b>Moto sheet officials</b> are responsible for posting the moto sheets and results and also for distributing start lists to the announcer, Commissaires, etc.
<b>TIMING OPERATOR</b>	Responsible for operating the timing system and collaborating with the administrators and secretary concerning the race results.
<b>ANNOUNCER</b>	Responsible for announcing what is happening in the races. Announces the moto number for each race so that riders and teams can follow the progress of the event. Note: it is wise for the PCP to brief the announcer on what is appropriate to say and what is not
<b>SECURITY PERSONNEL</b>	Essentially, marshals. Normally used to prevent access to restricted areas.
<b>FIRST AID</b>	The medical staff responsible for responding to injuries on the track. They must follow the instructions of the Commissaires' Panel.
<b>RACE DIRECTOR</b>	The representative of the organisation who works with the Commissaires' Panel to manage the event. He or she is responsible for deciding the event schedule, organising the event, arranging the trophies and prizes and working within the organisation to solve problems (e.g. recruiting more staff for a particular area, solving problems with security or issues with the track, etc.).

All of the above officials should receive a briefing from the Commissaires' Panel. Many of these volunteers have experience in these jobs, but as their task is to help the Commissaires' Panel manage the event, the Commissaires should ensure that they are given good instructions and that these instructions are properly observed. The success of the event depends on it.

#### 4.2.5.2. President of the Commissaires' Panel (PCP)



##### UCI REGULATION - 1.2.118

The President of the Commissaires' Panel or a Commissaire appointed by him shall act as competition director.



The President of the Commissaires' Panel has multiple tasks to carry out and has great responsibility insofar as he or she is the sole representative of sporting authority at the event and deals with all the different stakeholders: the organiser, team managers, riders, the media, etc.

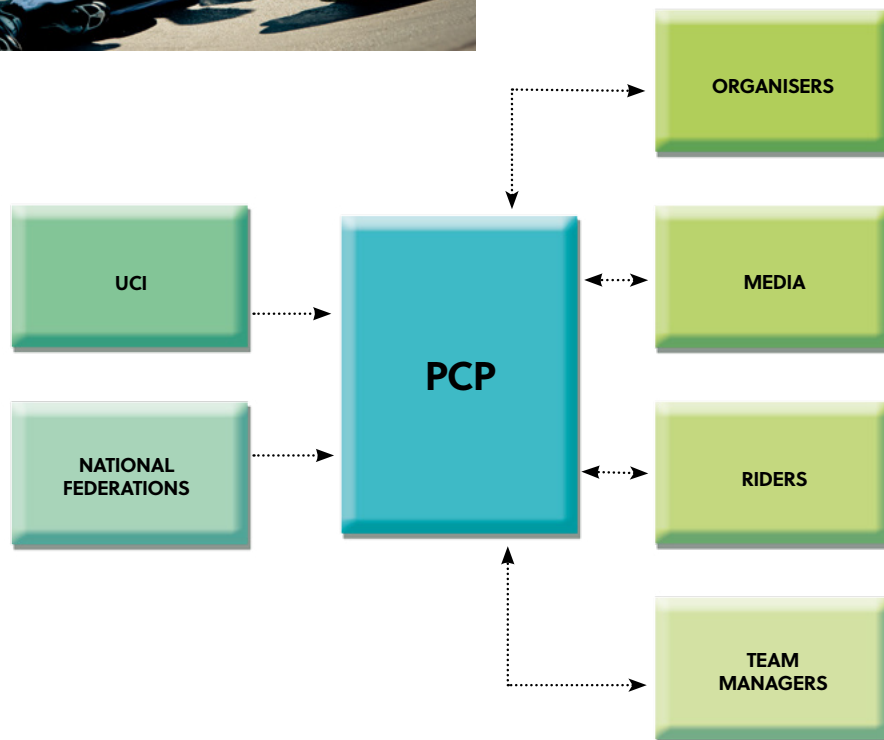


DIAGRAM. PCP

The PCP has to play the role of facilitator within the panel and coordinator with the organiser, which requires an awareness of the race situation and all relevant technical aspects of the event, as well as knowledge of regulations that may apply.

In addition, the PCP is responsible for the race supervision at the event.

The main role of the PCP is by definition that of a manager, responsible for directing the sporting aspects of the event by overseeing the work of the Commissaires' Panel and any assistant Commissaires.

Regardless of any particular position a national Commissaire may be afforded as a member of the panel by his or her federation, the PCP is always the final authority concerning the tasks that will be performed by all members of the Commissaires' Panel or assistant Commissaires.

The PCP is also the reference person for the organiser in all matters concerning the regulations.

#### 4.2.5.3. The Assistant PCP (APCP)

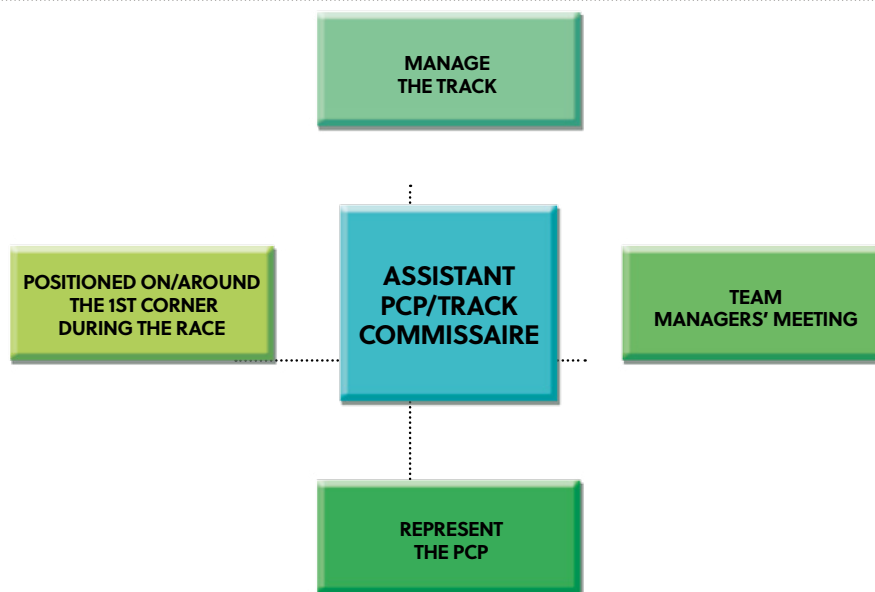


DIAGRAM. Tasks of an assistant PCP (APCP)

Also known as the second Commissaire, the assistant PCP is essentially responsible for running the event when the PCP is not available.

Typical tasks of the APCP include:



- Manages the track when the PCP is otherwise occupied (practice session or racing).
- Attends the team managers' meeting.
- Represents the PCP should he or she not be available.
- Normally takes up a position on or around the first corner during racing.

#### 4.2.5.4. The secretary

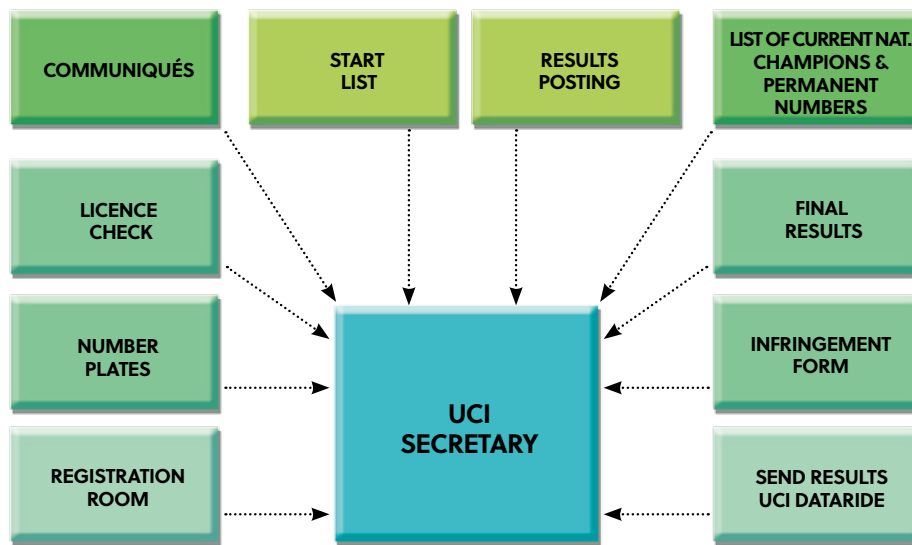


DIAGRAM. Tasks of the UCI Secretary

The secretary also plays a very important role. The secretary is the sole official responsible for managing the administrative processes that support the race, such as the registration and licence check (riders' confirmation) and the preparation of the start lists according to the applicable UCI rankings (international races) or national rankings (national races).

In preparing and managing the race administration, the secretary must:



- Work with the race organiser to prepare the registration room for the race and ensure that the riders' numbers are correctly organised and allocated (the numbers are only handed over to riders once they have successfully completed the registration process).
- Ensure that the licences of all riders have been checked to confirm the rider's identity, category and nationality and that the entry fees have been paid before issuing a rider's numbers.
- Publish and distribute the Commissaires' Panel communiqués.
- Download the most up-to-date UCI (or national) rankings in advance, to be used when drawing up the start lists (if UCI ranking is to be used as a seeding method).
- Ensure that race results are posted throughout the event according to the regulations and that start lists for the qualifiers and finals are drawn up and distributed.
- Download the lists of current National Champions and permanent numbers for elite riders in advance to ensure that they are indicated on the start lists, together with UCI codes.
- Prepare and/or verify that any categories that must be combined are combined according to the regulations, that start lists are correctly seeded, that the number plates are correct and that no riders registered for the race have been missed.
- Work with the timing service provider and finish Commissaire to ensure that the final results are correct and made available to the media and team managers and sent to the UCI (international races) or NF (national races).
- Prepare the "Infringements (penalties) Form" to be attached to the report drawn up by the PCP.
- Email the results, as required by the UCI and send the results in the UCI DataRide system by transferring the results in the required format (Excel, ODF or into the web form)

#### 4.2.5.5. The Third Commissaire

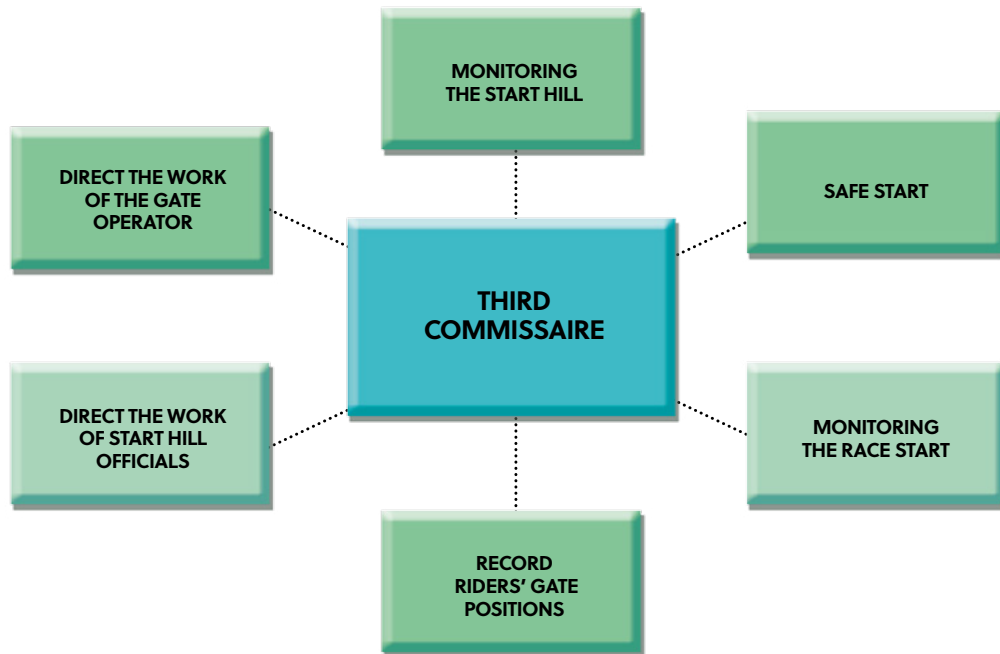


DIAGRAM. Tasks of the third Commissaire

The other member of the Commissaires' Panel is the third Commissaire. This Commissaire is normally responsible for supervising the start hill; as a result, he or she can also be known as "the start Commissaire".



The specific tasks of the third Commissaire include:

- Monitoring the start hill during practice and racing to ensure the compliance of the riders with the clothing and equipment regulations and also ensure that the start regulations are observed.
- Deciding when it is safe to start each race.
- Monitoring each race as it proceeds down the start hill and along the first straight, before returning attention to the next race in the gate.
- Recording (or ensuring that another official records) the gate positions of the riders in each moto in case of a restart.
- Directing the work of the start hill officials.
- Directing the work of the gate operator; the start Commissaire should not personally operate the gate.

#### 4.2.5.6. Assistant Commissaires

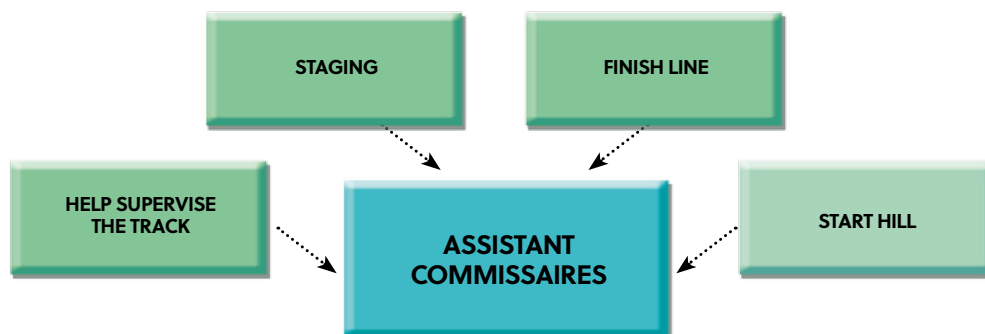


DIAGRAM. Tasks of the assistant Commissaires



Assistant Commissaires help the members of the Commissaires' Panel with the execution of their duties. Often this includes staging or helping the Commissaires' Panel manage the track, start hill or finish line.

#### NOTE

If the assistant PCP is appointed by the host federation, he/she can be the liaison between the PCP, the organiser and other national Commissaires, in this way resolving possible language barriers.

#### 4.2.5.7. The finish Commissaire

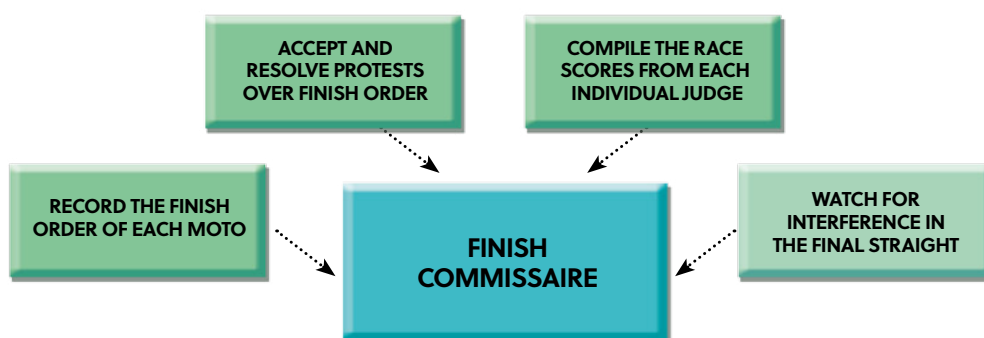


DIAGRAM. Tasks of the finish Commissaire



The role of the finish Commissaire in a BMX event is somewhat different from other disciplines. The primary task is to score (record the finish order) of races, but the regulations do not insist on the use of qualified Commissaires to do this.

A number of different scoring systems are possible in BMX, for which a minimum of 5 finish Commissaires should be used. Ideally, all finish Commissaires would be trained and licensed as Commissaires, but this is often not possible.

**When finish Commissaires are used, the process is as follows:**

- The Commissaires score each individual race. This can be done individually or by Commissaires working in pairs.
- The scores of all of the Commissaires are compiled; the majority opinion of the Commissaires decides the finish order of the race.
- In the case of a finish order protest, if the video footage of the race cannot resolve the dispute, then the majority opinion of the finish Commissaires is upheld.
- Finish Commissaires may be used in addition to other scoring systems, such as a photo finish.

**At the finish, the finish Commissaires must:**

- Work quickly; in large challenge class events, they may be scoring a race as often as every 30 to 40 seconds.
- Ensure that they are prepared to score the finish, given the speed at which this is often done.
- Ensure that an official not involved in scoring the races is there to compile the results provided by each finish Commissaire for each race. These results are then passed on to the secretary for posting and entry into the computer programme. During large races, the scoring official may need an assistant.
- Ensure that an official with a radio is present at the finish line in order to accept protests concerning the finish order in writing and also to stop riders from leaving the finish area if asked to do so by the PCP (or APCP).

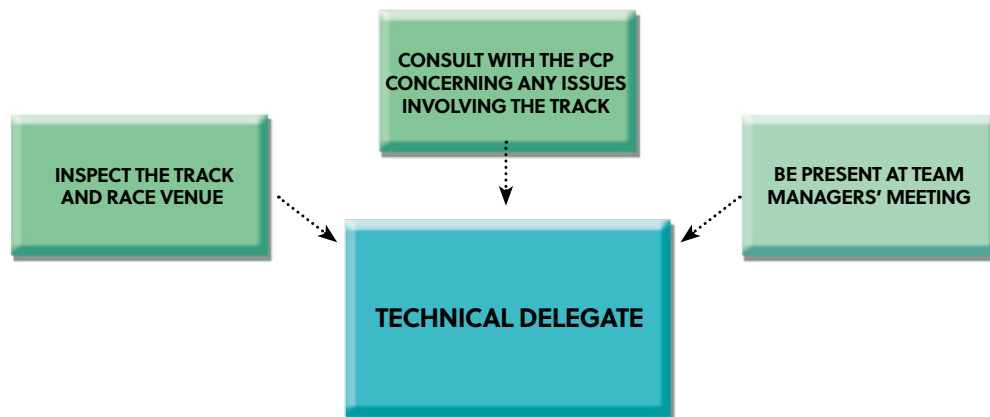
**4.2.5.8. The Technical Delegate (TD)**

DIAGRAM. Technical delegate's tasks



The tasks of the technical delegate (TD) are well defined in the regulations (**Part VI: BMX - Annex 6 « Competition Officials »**). In brief, the TD is responsible for the technical aspects of the race (the sporting aspect being the responsibility of the Commissaires) and for liaison with the UCI (or NF).

In particular, it is the TD's duty to inspect the race venue and walk the track with the person responsible from the organising committee and to produce a report on all required corrections.

The TD walks the track again with the PCP and the person responsible for the course from the organising committee before the first official training period in order to make sure that all proposed corrections described by the report have been completed.

It is the responsibility of the TD to "deliver" a track to the Commissaires that reasonably manages risk for both athletes and spectators while also ensuring that the track does not exceed the limits set by the regulations and offers the best possible sporting conditions. The TD approves the final set-up of the track.

The TD attends the team managers' meeting.

The TD and PCP should work as a team; depending on the circumstances either the TD or the PCP will have the final word.

The PCP often assumes the role of the TD at many events. The UCI usually only appoints a technical delegate for the World Championships, World Cups, Continental Championships and the Olympic Games. National Federations may also appoint a technical delegate for certain national races such as, for example, the National Championships.



## LEARNING OUTCOMES

### ELITE NATIONAL AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Describe the different roles of members of the Commissaires' Panel and assistant Commissaires typically appointed by their NF for national races.
- Describe the different roles of members of the Commissaires' Panel and assistant Commissaires typically appointed for international races.
- Explain the roles and tasks that are performed by the various types of officials, who may not be Commissaires.
- Explain the responsibilities and powers of the Commissaires' Panel.
- Explain the role of the technical delegate for international races.
- List the types of races where the PCP does not also serve as the TD.



## WHAT TO DO

- Prepare for the event by communicating with the organiser and members of the Commissaires' Panel.
- Prepare the content and guidelines of the pre-race meetings with the organiser.
- Present an objective case regarding any requests and when evaluating the event.
- Take advantage of all opportunities to enhance credibility.



## WHAT NOT TO DO

- Interfere with the organisation.
- Transfer some of the Commissaires' tasks to the organisation or its service providers.
- Blur the lines between the functions of the members of the Commissaires' Panel or seek to exercise the functions of other members.

**4.2.6.****OTHER FUNCTIONS AND SERVICES****4.2.6.1. Doping Control Officer (DCO)**

Formerly known as Anti-Doping Inspectors, these officials are appointed by the CADF and carry out their mission in accordance with UCI or national anti-doping regulations and the local laws of the host country.

**4.2.6.2. Timekeepers**

Depending on the country, timekeepers may be national Commissaires or are sometimes part of a unit specialised in multi-sport timekeeping. Timekeepers may also be employed by a professional timing company hired specifically for the race. The role of the timekeepers is to produce the start lists and race results, with the assistance of the secretary and the the finish Commissaire.

**NOTE**

It is important that the secretary thoroughly checks all the start lists and results drawn up by the organisers' timing service provider (whether national Commissaires or not) as mistakes can be made entering or calculating results, or when combining categories and, seeding and drawing up the motos. The timing system used does not always take the UCI Regulations into account, particularly concerning UCI ID and DNF, DNS and REL riders.

**LEARNING OUTCOMES****ELITE NATIONAL COMMISSAIRES**

Elite National Commissaires should be able to:

- Describe the role of the timekeepers.
- Describe the role of the Doping Control Officer.

**INTERNATIONAL COMMISSAIRES**

Additionally, international Commissaires should be able to:

- Explain the in-competition anti-doping testing process described in the UCI Regulations (Part XIV: "Anti-doping Rules").
- Explain the working relationship between the PCP and the Doping Control Officer at events.

## 4.3. SPORTING CONTROL OF BMX EVENTS

### 4.3.1. PREPARING THE VENUE



Before a detailed discussion of the **various sporting control tasks** that the Commissaires' Panel performs to manage the race, it is important to cover the effect that the preparation of the race venue has on the success of the event.

Sections 4.1 and 4.2 presented the recommended process for Commissaires to prepare for the event as well as a specific list of items to be checked. In this chapter, we discuss certain key elements of the organiser's preparation of the venue that directly impact the Commissaires' ability to control the race. Commissaires should ensure that these key elements have been properly addressed.

#### 4.3.1.1. Staging



One of the single most crucial elements of any BMX event is how the staging is set up. A good setup allows the race to run smoothly and on schedule, reducing the possibility of problems to a minimum (both for the riders and staging officials).

However, a poor setup may cause major problems, including:

**Inability to run the event on schedule, as staging cannot supply riders to the start hill fast enough.**

**Increased possibility that riders with incorrect equipment or clothing could be allowed on the track.**

**Increased possibility that riders miss their motos.**

**Increased possibility of errors, such as riders (particularly young riders) starting in the wrong gate position or even the wrong moto.**

*DIAGRAM. Major problems caused by a poor staging setup*

The following elements determine the efficiency of the staging system:

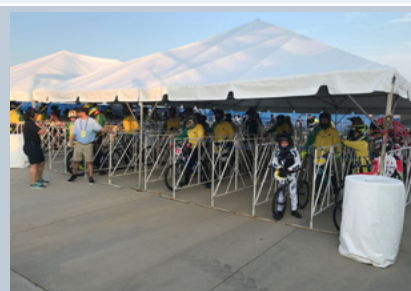
- The amount of space available for staging and the layout of that space.



- The availability of sufficient barriers to set up the staging area.

- The availability of at least one public address system (possibly more) to allow staging officials to inform the riders which motos are being staged.

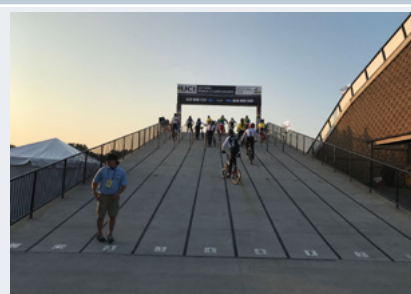
- The presence of 10 staging lanes, each long enough to hold a minimum of 2 motos (for major events, 3 or 4 motos is preferable).



- Where possible it is strongly recommended that an 11th "quick transfer" lane should be provided. This helps with the transfer from staging for practice to staging for racing if there is only a short interval between these two phases. The quick transfer lane is also used if one or more rider arrives late for staging or if a rider is required to leave the starting hill or staging area due to a mechanical or medical issue.

- The distance between the entrance to staging and the rider pits.
- The distance between the exit from the 10 staging lanes and the top of the start hill.

- The width of the route to the start hill.



- Appropriate lighting in the staging area for events at floodlit tracks. It is not possible to run staging efficiently in poor lighting conditions.



The most important task for the Commissaires regarding staging is to ensure that it is set up in the most effective way possible given the expected number of entries.

There are several ways that staging can be done. One possibility which is usually effective is as follows.

Remember - the goal of staging is to organise the chaos of the team area so that riders are in the correct heats in the correct race order by the time they reach the starting gate. All staging systems contain an entrance, a place to sort riders into groups, a place to refine those groups into heats, and a place to keep those heats in the correct order until the gate is reached.

- A warm-up area close to the entrance to staging. This should be an area large enough for several dozen riders to circle around on their bicycles.
- At least 2 "pre-staging" pens (possibly more) each with enough capacity for a minimum of 10 full heats (see diagram below).
  - The entrance to the first pre-staging pen is wide enough for only 2 riders with bicycles to pass through, so that the staging officials can conduct a first check of equipment (check that riders have a full-face helmet with visor, gloves, correct pants and jersey).
  - NOTE: Team staff and riders' parents are not normally allowed into the staging system. The farthest they can go is the entrance to the pre-staging pens. However, in case of a poor staging layout that can't be corrected, team staff can be allowed as far as the 10 staging lanes - this can help riders flow through the system more smoothly.**
  - A staging official with a set of moto sheets and a P/A system calls the next categories to come into the pens (bearing in mind that the entrance to staging normally takes place a minimum of 15 to 20 minutes ahead of the heat presently on the gate).
  - The exit from the first pre-staging pen leads to the second pre-staging pen; staging officials with moto sheets call the next heats from the first pen into the second pen. Clothing and equipment can be again checked as riders pass from one pen into the next, if time and number of officials allows. Riders are assembled into their heats in the second pen in the order of their start positions. The key to sorting the riders into their heats is to ensure that the space is organised so that staging officials can see the number plates of all of the riders. setting up the space so that riders line up along the fence of the pen while facing forward is the easiest way to do this.
  - At the exit of the second pen, the riders, now assembled into their heats, are directed into the correct lane of the 10 staging lanes by another staging official. The lanes are numbered either 0-9 or 1-10. The last digit of the heat number determines which of the 10 lanes a particular heat enters. For example, heat 137 would enter lane seven. Heat 50 would enter either lane 0 or lane 10 (as appropriate).
  - The heats are directed from the 10 staging lanes to the start hill in the correct order. The space between the end of the lanes and the start hill should generally be kept filled with the riders in their heats, unless the start hill is far away.
  - At the bottom of the start hill, another staging official ensures that the heats do not mix together. It is helpful if the lane exits are closed with a length of rope that can be quickly removed and replaced. This helps to maintain control.
  - For challenge category racing, on the start hill, one heat is normally in the gate, the next heat waits in the space behind the gate and the following heat usually waits on the stairs or ramp leading to the top of the start hill. By this point, the riders should be lined up in the order of their gate position, with the rider on the far side of the start hill first in line for that heat.
  - The start hill officials instruct the riders to be ready to ride by the time that they are on the stairs or ramp leading to the start hill (helmets, goggles and gloves on and ready to go). There is usually no time for riders to get ready when they are on the start hill behind the gate, as the gate normally drops every 30 to 40 seconds during a large challenge category event.

A well-designed staging system is shown below:

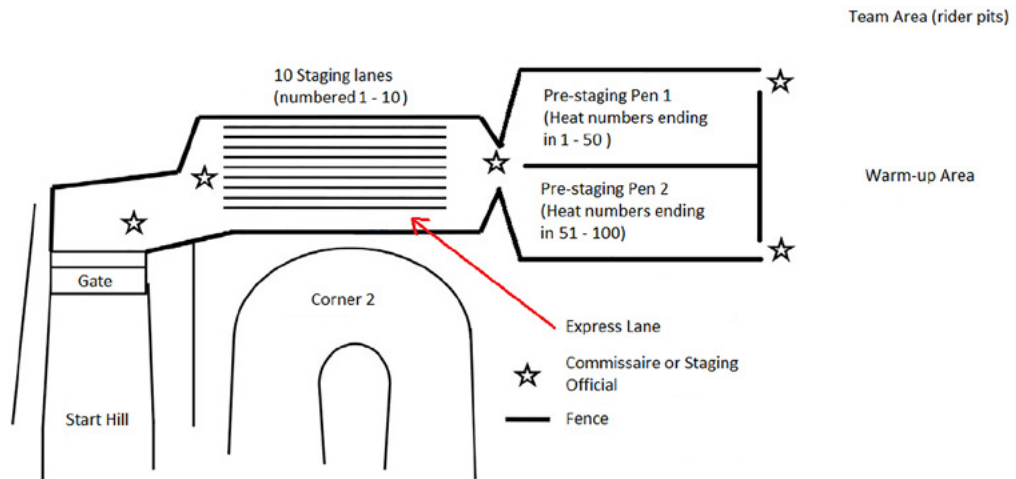


DIAGRAM. Another example of a staging system.

The principles of efficient race staging are the same for championship category races (e.g. BMX Supercross). The main difference is that the staging system can be scaled down. Ten lanes are not usually needed (though they can still be helpful). Furthermore, championship categories are typically only run one at a time on the track, so it is less essential for riders to be waiting behind the gate on top of the start hill.

Supercross events are planned so that there is one heat racing every 3 to 5 minutes depending upon the stage of the race. For major events that are televised, the top of the start hill should be kept clear except for the heat that is next to race.

That said, for standard BMX events not subject to a TV production schedule, it is fine to have the next elite or junior heat waiting behind the gate. The pace of championship category racing for such events is typically one heat every 1 to 2 minutes.

The size of the staging system depends upon the expected number of entries for the race. For example, races with under about 400 entries in total can usually be accommodated with a single pre-staging pen.

#### 4.3.1.2. Posting boards

In order for the race to be run fairly and efficiently, the riders need information. The posting boards are one of the most important ways of communicating with the riders and teams.

The following information should be posted:

RIDER LISTS AND START LISTS (MOTO SHEETS): IN AT LEAST 2 LOCATIONS	
1. In the pits.	2. In the same area as the entrance to staging, but not immediately next to the staging entrance. If posting is done too close to the pre-staging pen entrance, the crowd of riders around the posting boards will prevent access to the staging pens.
RACE RESULTS: IN AT LEAST 1 LOCATION	
1. In the pits; this is normally where riders return following each race. If possible, also in the team managers' area.	
STAGING TIMES: IN THE PITS	
<p>This is particularly important for races where the pits are some distance from the staging entrance; riders may not be able to hear the public address system calling their moto number. They therefore need to know when practice will finish and also when the racing for the day (moto 1) is expected to start.</p> <p><b>NOTE: As there can sometimes be changes to the schedule due to the weather or other circumstances, the form should state "Times maybe amended if required and all riders should listen to the public address system".</b></p>	

DIAGRAM. Posting boards

#### 4.3.1.3. The finish area



The main requirements for the finish area that the Commissaires should confirm include:

- A finish line drawn on the ground as per UCI Regulations. The article below, which defines the finish line for mountain bike events, also applies to BMX events.

##### ARTICLE 1.2.099.

"The finish line shall comprise a line of 4 cm in width, painted in black on a white strip 72 cm wide thus leaving 34 cm of white on each side of the black line. For BMX races the white strip must be 20 cm, thus leaving 8 cm on each side of the black line."

- A sufficient breaking area after the finish line.
- A place for the finish line Commissaires and scoring officials to work (also an area for timekeepers).
- The finish area must have controlled access. Riders should be permitted to leave the breaking area but not return.
- An official (preferably a Commissaire) equipped with a radio is positioned at the exit of the finish area. This official has the following tasks:
  - Prevent anyone who is not accredited to be in the finish area from entering (e.g. team managers).
  - Accept finish order protests (if not done elsewhere).
  - Hold any riders that the PCP needs to talk to following their race (in the case of informing a rider of a penalty).

A good finish area setup should allow the timekeepers and finish line Commissaires (if used) to work efficiently and in safety. Similar to staging, the finish line arrangements determine the rate at which the race can be run. If there are problems scoring the race, then the pace at which the event progresses will have to be slowed down.

Finally, the exit from the finish area should be fenced to provide a clear channel for riders to return to the pits or team areas.



#### 4.3.1.4. The team managers' area



As the entire track infield, staging area, start hill and finish area are normally off-limits to team managers, it is important that an area is set aside for them to watch the race.

This area should be access controlled and located somewhere with a good view of as much of the track as possible. Also, it should be reasonably close to the end of the track where the PCP operates, thus allowing the PCP to find a team manager if necessary.

Ideal locations for the team managers' area (assuming that the track follows a "standard" 3-corner layout) include:

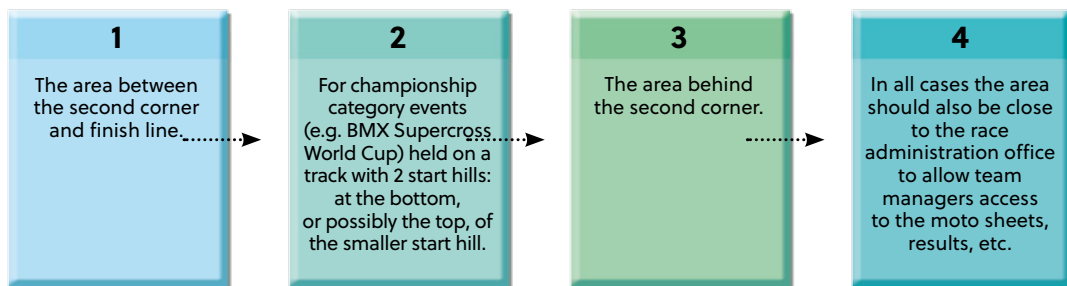


DIAGRAM. Location for the team managers' area

#### 4.3.1.5. Preparation of the track and track infield



While the organisation is responsible for preparing the track infield in a way that minimises the amount of risk to the riders, how the track is prepared also affects the sporting conditions of the race.

Specifically, the placement of the white boundary lines at the inside of corners and between the two sides of split pro / challenge straights is very important.

For an international race, the organiser should not paint the white lines until the PCP and / or technical delegate have been consulted about their location.

For tracks with one or more "pro" straights (sections of track usually ridden only by the elite and junior men), the inside boundary line separating the "pro" side of the track from the challenge side of the track is very important. Of specific interest is where this boundary line begins at the entrance to the straight and where it ends – that is, where the two sides join together into a single straight that is open to all categories.

If this boundary line begins too close to the exit of the corner leading into the straight, it has the effect of shutting down the race by "closing" part of the exit from the corner. However, if it begins too far into the straight, it can create the potential for unsafe and unfair racing for the female and challenge categories. The same is true for the end of this boundary line.

In principle, the boundary line between the sides of a straight with a pro section is to specifically define where the riders in each category are allowed to race, with the purpose of creating a safe and fair race for that category.

Deciding the exact location of the beginning and end points of this line can be difficult for some tracks because of their layout. The distance of the first obstacles from the exit of a corner / entrance to a corner, the width of the track and width and orientation of the corners are all factors to consider. In some cases, it may be best to not mark the boundary line of a split straight until after the first practice (assuming that there is a second practice session). This allows observing the lines that the riders take around the track while practicing.

In all cases, the lines should always be fully marked on the track at the latest before the last practice session begins so that the riders are aware of the track boundaries.

#### SAFETY-RELATED TOPICS



While UCI Regulations require that no obstacle can be located within 2m of the edge of the track, there are some sections of the track where more space than this should be left clear. This is because there are some parts of the track where it is much more likely that riders will leave the track surface. These areas are mainly the last 1/2 to 1/3 of each corner.

It is important to pay careful attention to these areas to ensure that there is nothing beyond the edge of the track that could injure a rider if he or she leaves the track over the top of a corner or at the exit from a corner. Any such item that cannot be removed (e.g. a lighting support) should be padded in order to prevent injury should a rider hit it.

## RACE MANAGEMENT TOPICS



During major events, temporary structures such as finish arches, announcer's towers and equipment related to the venue sound system may be erected within the infield.

It is important that these structures are located in areas that do not represent a risk to the riders (otherwise they must be padded in case of a collision). Also, it is important that such structures do not block key lines of sight – for example, from the timekeeper's booth to the finish line.



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain how staging should be set up.
- Explain how the finish area should be set up.
- Explain how the track infield should be prepared.
- Describe the best locations for the team managers' area.
- Describe the best locations for the posting boards.

#### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Prepare a pits and staging area diagram for an event that can be sent to the organiser.



### WHAT TO DO

- If you are the PCP, ensure that each of the topics discussed in this section have been well prepared; some of these tasks may be delegated to members of the Commissaires' Panel.



### WHAT NOT TO DO

- Do not show up at the race and simply assume that the track and venue are prepared.

### 4.3.2. MANAGING PRACTICE

#### 4.3.2.1. Practice

Practice is one of the key elements of a BMX event. It is important for several reasons:



- It is during practice that riders learn the track and adapt to the specific features of the starting gate.
- Any problems with the track or the setup of the staging system can be readily identified and corrected during practice.
- Practice can help inform the Commissaires about:
  - The best position for the white lines separating the challenge and pro sides of any split straights.
  - The most likely problem areas during racing (mainly regarding crashes).
  - The best positions from which to manage the track during the race.

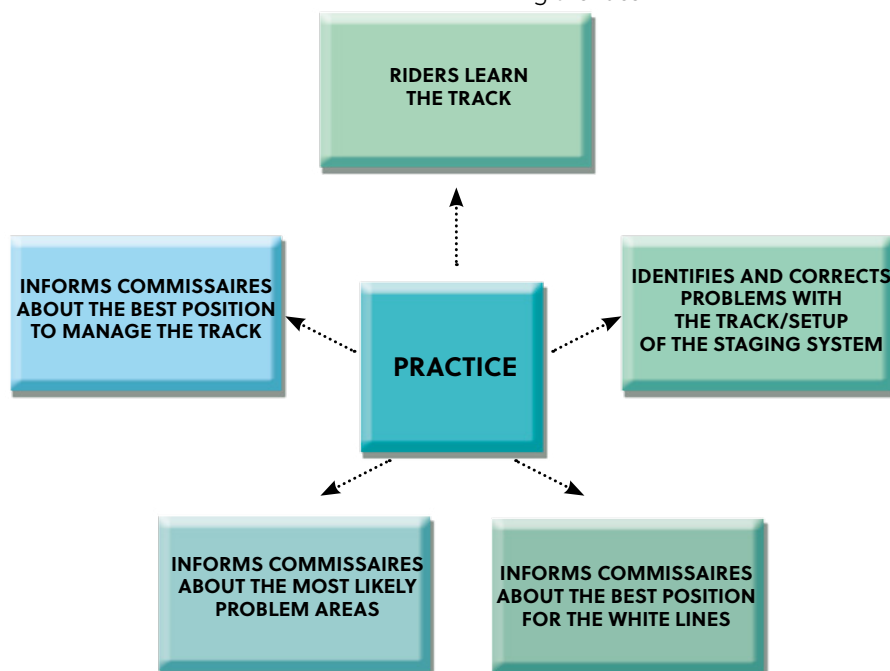


DIAGRAM. Practice

#### NOTE

It is essential that practice is professionally and correctly managed and that the regulations are enforced. This is important for the safety of the riders and personnel working on the track. It also sets the tone for the event, indicating to the riders, parents and team managers that the racing will be overseen in a professional manner, according to the rules. This has the effect of preventing problems and boosting confidence in the officials. The impression that the event is professionally and fairly managed is the greatest asset that the Commissaires have in maintaining control of the racing. Establishing this confidence begins with the way that practice is managed.

#### NOTE

When managing practice for the challenge categories, it is important to organise the practice groups so that only riders of approximately the same age (or physical size) are riding on the track together (for example, during World Championships). This can help prevent injuries in case of crashes.

## REGULATIONS CONCERNING PRACTICE



**ARTICLE 6.1.032** of the UCI Regulations describes how practice should be managed.

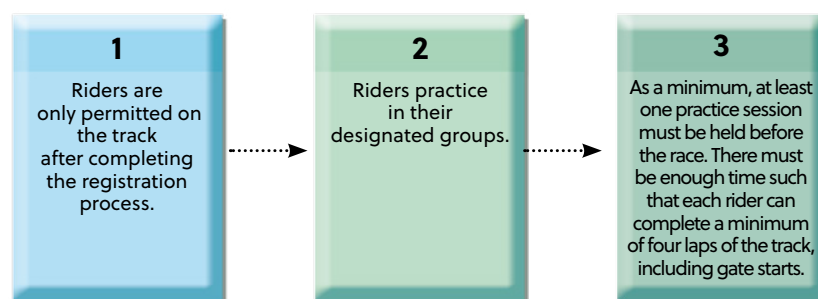


DIAGRAM. Article 6.1.015

The practice schedule and composition of the practice groups must be established and communicated to the riders. This information is normally drawn up by the organiser and included in the competition guide or on the race website. The PCP should review the arrangements and recommend any necessary changes to the organiser prior to arriving at the event.

The following must be considered when deciding the composition of the practice groups:

- Categories using a pro section must not be combined with categories not using the pro section. The risk of collisions is too great to allow this. Normally, this means that Men Juniors and Men Elite practice in the same group; practice for these categories is not combined with any other groups.
- Challenge categories and championship categories should generally not practice together due to the differences in the abilities and speeds of the riders.
- All other practice groups are usually divided by age. Adults should generally not practice at the same time as small children, unless entry numbers are low.

For other types of event, such as the UCI BMX World Championship / UCI BMX World Challenge, practice is divided between championship and challenge categories. For the championship categories, practice is also divided between men and women. For the challenge categories, practice is divided by nation, with each nation deciding its practice groupings (by age).

For the BMX Supercross World Cup, there are usually 3 practice groups:

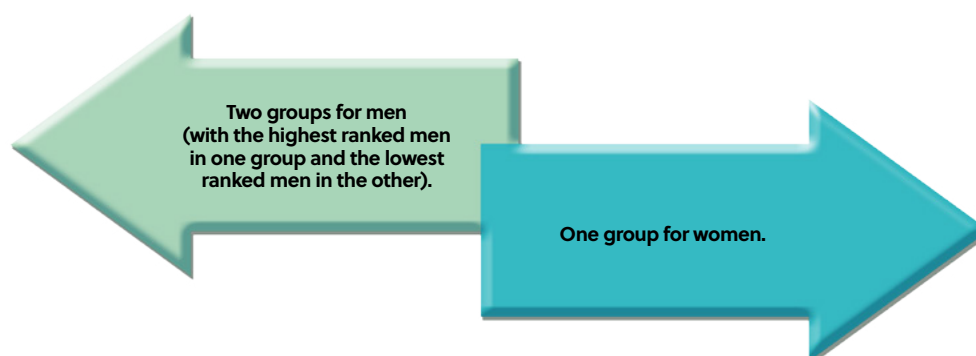


DIAGRAM. BMX Supercross World Cup practice groups

**PREPARATIONS / EQUIPMENT NEEDED FOR PRACTICE**

Before starting the practice, the Commissaires must ensure that the following conditions are met:

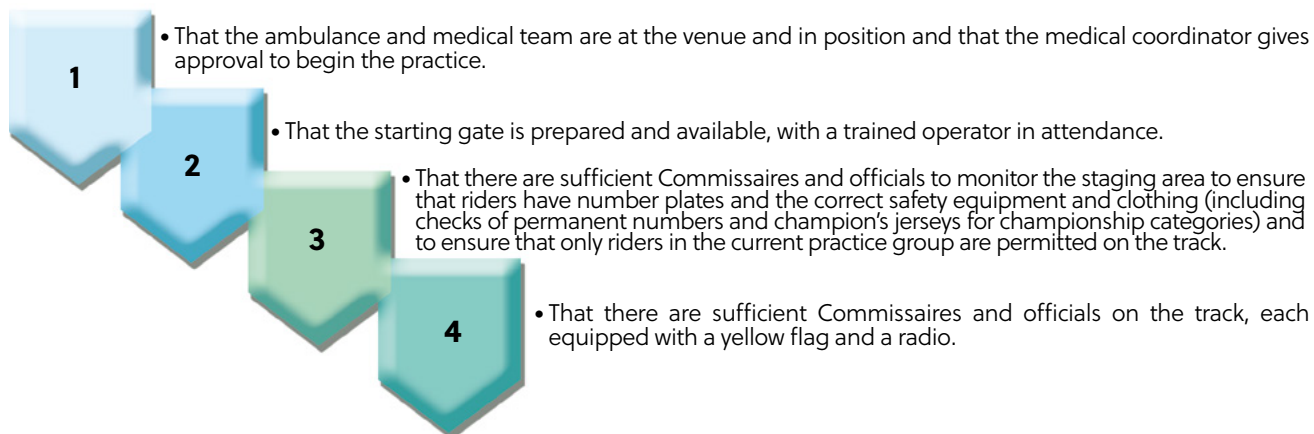


DIAGRAM. Preparations/Equipment needed for practice

**4.3.2.2. Tasks of the Commissaires and officials**

Practice at BMX events is always supervised and controlled by the Commissaires' Panel, assisted by the medical team and the staging and track officials. Each of these officials has a specific role. These roles and responsibilities are discussed below.

**PREPARATIONS / EQUIPMENT NEEDED FOR PRACTICE**

The riders are subject to the same restrictions and regulations during practice as they are during competition. Therefore, before riders can be allowed on the track, they must satisfy the following conditions:



- Riders must have completely registered for the event, meaning that they have paid the entry fee and been confirmed as a starter by the secretary by showing their licence and collecting their number plate. As a result, only riders with handlebar plates can be permitted on the track.
- Riders' clothing and safety equipment must comply with the UCI Regulations including:
  - full-face helmet with a visor,
  - gloves,
  - tear-resistant racing pants (or shorts and acceptable leg protection) and a jersey that comply with the regulations, including concerning permanent career numbers,
  - video cameras can only be used during practice by riders in the championships categories. They must be mounted in a way such that the mounting point is not modified. Use of the helmet visor as a mounting point is the only acceptable method of attaching a camera to a helmet as of the 2017 season.



- The rider must be in the current practice group allowed on the track.
- An official closes the staging entrance some minutes before the scheduled end of the practice session to ensure that it concludes on time.

These checks are conducted at the entrance to the staging system and may occur again at the start hill (or entrance to the track). This task is normally delegated to a Commissaire. One official is often enough for smaller events, but larger races may require several officials for this function.

It is important that riders with equipment or clothing that does not comply with the regulations should not be allowed on the track, even if it means that they will lose practice time. The riders and/or their parents or team managers are responsible for ensuring that they arrive at practice fully prepared. It is not the responsibility of the Commissaires or the organiser to make up for a rider's lack of preparation.

### START HILL CONTROL

Control of the flow of riders onto the track is very important during practice because of the safety factors involved.



It is the role of the start hill officials to control the flow of riders onto the track during practice. This can be done in several ways:

- **With the gate:** This is the preferred method as a maximum of eight riders are allowed onto the track. It is easy to start and stop the practice when using the gate if there is a crash.
- **Without the gate:** This allows more riders access to the track quickly. This method is primarily used for the first part of each practice group to allow the riders to warm up. As soon as it is practical to do so, practice with the gate should begin (because of the greater difficulty in stopping practice if there is a crash when not using the gate).
  - This procedure can also be used at the bottom of the start hill. A normal method of beginning practice at World Cup events is to allow 20 to 30 minutes of free practice without using the start hill or gate. This allows the riders to get to know the track and practice individual sections before beginning high-speed runs from the top of the 8m start hill.

Whichever method is used to control the riders, it is the Commissaires' task to monitor what is happening on the track. If a rider crashes in a place that could create a dangerous situation, then the practice must stop until it is safe to continue.

These tasks can be performed by a single official who also operates the gate. However, it is more efficient to have two officials, one operating the gate, the other monitoring the riders and the situation on the track.

## TRACK CONTROL



Once riders leave the start hill, the track Commissaires and officials are responsible for their monitoring.

The main tasks on the track during practice are:

- to help protect the safety of the riders and staff working on the track. Riders must be reminded not to remove their safety equipment and radios and yellow flags are used to warn the start hill Commissaire and oncoming riders of crashes;
- to monitor the behaviour of the riders on the track;
- to monitor the behaviour and movements of other individuals, such as photographers, medics and team staff.

### NOTE

Team staff members are not normally allowed direct access to the infield. However, during practice, one or more areas where they can talk to their riders and film the practice session may be set aside for the managers of championship category riders. This is usually only done at UCI BMX World Championships and UCI BMX Supercross World Cup events.

Track officials may fulfil this track control role, but should be supervised by at least one member of the Commissaires' Panel and/or assistant Commissaire.

Assuming a "standard" track layout, a minimum of three or four Commissaires or track officials is needed to effectively monitor the track during practice, as follows:

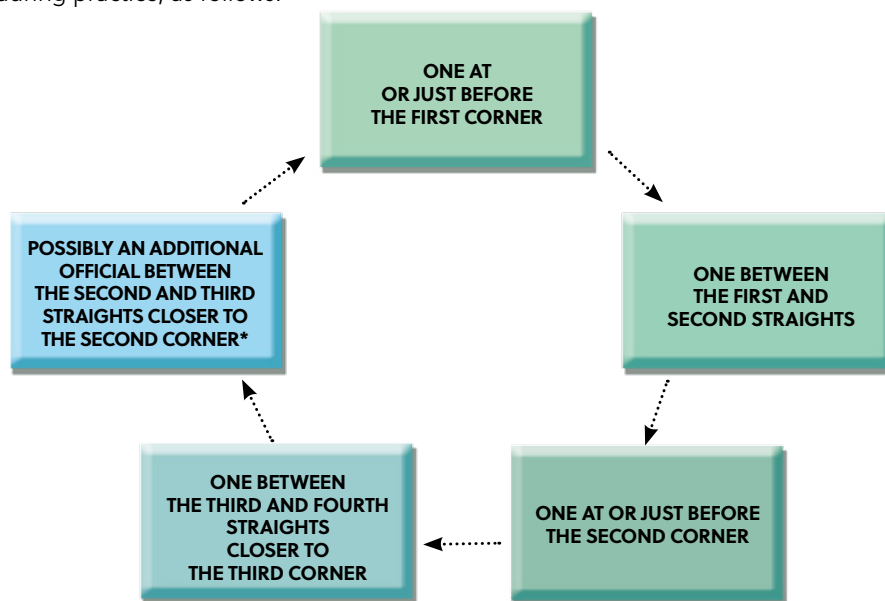


DIAGRAM. Commissaire positions during practice

**\*Meaning:** in this case the official between the first and second straights could be closer to the first corner. If the men's second straight pro section jumps over the women's side of the track or women's second corner, then a Commissaire is needed before this jump.

The exact positions of the track officials during practice will be decided by the Commissaires' Panel depending on the layout of the track. Wherever the officials are positioned, the following should be achieved:

- Since the height of the jumps on modern tracks make it nearly impossible to observe every part of the track from a single position, the Commissaire positions during practice allow Commissaires to work together to stop the practice in case a crash happens in a blind spot on the first corner or the second or third straights (where the largest jumps are usually located).
- Coverage can be biased a bit more towards the first 50-60% of the track; more officials are usually needed to cover the blind spots as the riders' speed is higher here. Crashes that occur in the last half of the third straight and in the fourth straight are usually easily seen by oncoming riders and are also in sections of the track where the riders' speed in practice is usually lower. This means that only a section of the track needs to be closed to deal with a crash.

### 4.3.2.3. Procedure

The procedure of managing practice is better described with an example than in the abstract. Suppose that the Commissaires' Panel must manage the practice for an event with the following schedule and track.

#### PRACTICE SCHEDULE

<b>08:30 - 09:15</b>	<b>Group A</b>	Riders 9 and under
<b>09:15 - 10:00</b>	<b>Group B</b>	Riders 10 - 13
<b>10:00 - 10:45</b>	<b>Group C</b>	Riders 14 and older
<b>10:45 - 11:30</b>	<b>Group D</b>	Women Juniors and Elite
<b>11:30 - 12:15</b>	<b>Group E</b>	Men Juniors and Elite

The track design is shown below:

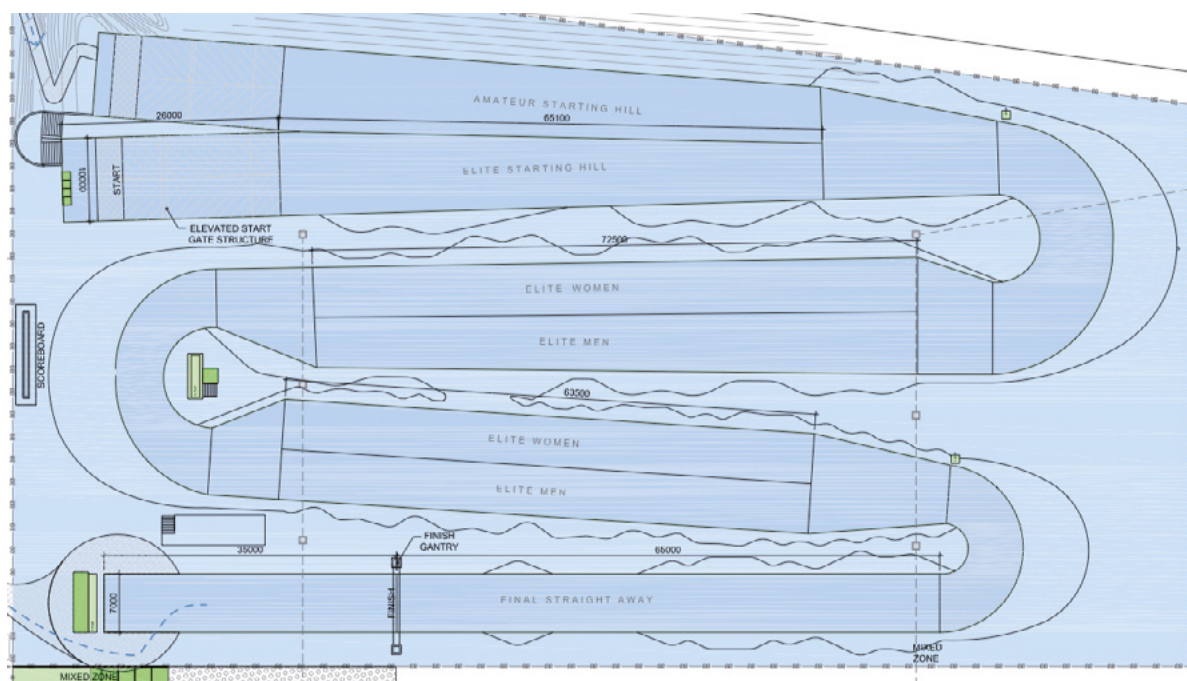


DIAGRAM. Standard track design

#### NOTE

For the purposes of this guide, a standard BMX track refers to a track with a layout similar to the diagram above. That is:

- A track with three corners and four straights arranged in an "out and back, out and back" layout.
- One or two pro sections located in the second and possibly third straights.
- One or two start hills (a Supercross or 8m start hill and/or a lower challenge category start hill).

For Commissaire training purposes, it is useful to classify tracks as either standard or non-standard because, in general, the positions and tasks of the Commissaires during practice and racing tend to be virtually identical on tracks of the same layout. There will always be some minor variations depending on the type, positioning and size of the obstacles on the track. However, such variations usually only require minor changes to the officiating plan.

It should be noted that this designation of a standard track has no basis in the regulations and is not widely used within the sport; it is only used here as a convenience for describing how to manage the track.

## STARTING THE PRACTICE

Before practice begins, the PCP and/or technical delegate should do the following:

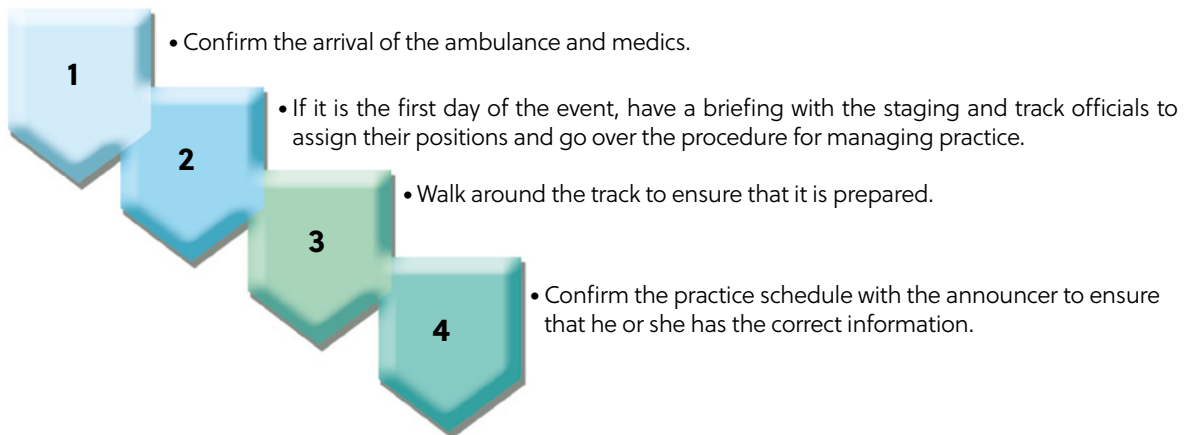


DIAGRAM. Checks before starting the practice



The normal expectation is that the officials, Commissaires and medics should be in position and ready approximately 5-10 minutes before the scheduled start of the practice. The PCP should never start the practice until the minimum complement of medics and officials is present and in position – the safety of the riders depends on it.

Once the PCP is satisfied that the track and personnel are ready, the practice can begin at the scheduled time.

Depending upon the size of the start hill and the size of the jumps in the first straight, it may be decided not to use the gate at the beginning of the practice session. This allows the riders to roll down the start hill and complete the track slowly in order to warm up and inspect the track condition.



Using the sample practice schedule above, the first 10-15 minutes of each practice group could be completed without the gate, after which time the gate is used.

Once the gate is in use, the practice rhythm should be fast, especially if there is not much practice time. It is usually safe to drop the gate once the previous riders have reached the last half of the second straight. This is also roughly the amount of time needed to raise the gate and allow the riders to take up their starting positions. A slower rhythm should be adopted for the youngest practice group.

The gate should be kept full during practice as much as possible in order to make the most efficient use of time.

## STARTING THE PRACTICE



In order to monitor the track effectively, it is best to divide the track into zones. At least one Commissaire or track official is responsible for each zone. These zones usually overlap somewhat.

Within their assigned zone, the official is the first to respond to a crash and deal with issues concerning riders (example: a rider removing his or her helmet on the track). Depending on the situation, one or more other officials may move in to assist.

The officials need not operate from a fixed position. The default position is that which provides the best view of their area of responsibility and allows them to quickly respond to a crash.

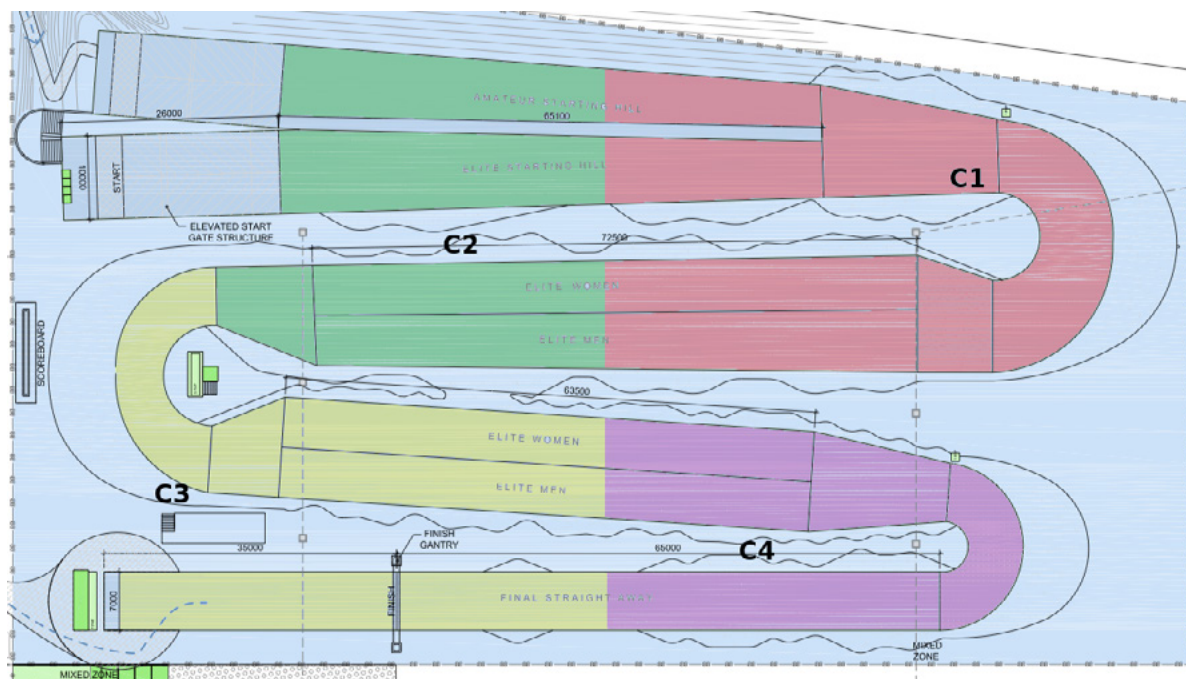


DIAGRAM. Practice zones on a standard track

Using the concept of a standard track, practice can be managed with three or four officials. In the case of the track illustrated above, four officials can be used, although three could also work, with C2 moved between the second and third straights and C3 eliminated. However, this would depend upon visibility and the size of the jumps.

In this example using four officials on the track, these officials have the following responsibilities:

- |           |   |
|-----------|---|
| <b>C1</b> | <b>Normally positioned just before the first corner at the edge of the last obstacle before the corner. Responsible for responding within the red area. During practice, most crashes will probably be in the first corner or in the second straight, meaning that C1 is ideally positioned to warn oncoming riders of a crash.</b>     |
| <b>C2</b> | <b>Positioned between the first and second straights in an area that allows for maximum visibility in the blind spots between large jumps, also with a view into the second corner. Responsible for responding in the green area, consisting of parts of the first and second straights and also the entrance to the second corner.</b> |
| <b>C3</b> | <b>Positioned either at the top of the second corner or at the first obstacle in the third straight. Responsible for the yellow area, but mainly the second corner and most of the third straight.</b>  |
| <b>C4</b> | <b>Positioned between the third and fourth straights, close to the third corner. Responsible for the last part of the third straight, the third corner and most of the fourth straight – the purple area.</b>   |

The officials on the track have the following responsibilities during practice:

- Constantly monitor their main area of responsibility.
- Remain aware of the general situation on the track as far as possible.
- Try to anticipate problems and act to prevent them.
- Respond to crashes (raise the flag, announce the crash and its location by radio, indicating also whether or not the gate needs to be held; then possibly move in front of the crash to warn oncoming riders).
- Monitor rider behaviour.
- Make a note of any sections of the track where there are repeated crashes.
- Make a note of any sections of the track where the surface has deteriorated and report it to the PCP or person responsible for track maintenance.
- Remain aware of the movements of people around the track infield, including medics, accredited press and photographers and organisation staff:
  - If someone behaves unsafely (e.g. walks on to the track without looking), immediately discuss the situation with the person concerned so that they do not cause an accident.
  - If someone does not belong on the track (e.g. a team manager or the parent of a rider), warn him or her to leave; if they do not do so, call the PCP for assistance.
- Do not leave the track without first contacting the PCP to ask to be relieved.
  - Related to this, bring what you need to work comfortably and safely with you: e.g. some water, a hat, comfortable shoes, etc.



The most important point is to always pay attention to what is going on around you. Also, do not hesitate to adjust your position within your area of responsibility if needed in order to respond to what is happening on the track.

Finally, as a point of protocol, nobody working on the track should be using his or her mobile phone. This is both unprofessional and unsafe as it presents a distraction from what is happening on the track.

## RESPONDING TO CRASHES DURING PRACTICE

Practice is the period of the event where riders attempt to learn the track in a controlled environment. Given this, crashes and injuries can occur, especially when riders are attempting obstacles that they have not dealt with before.



One of the main tasks during practice is to react to crashes. Crash response during practice has the following goals:

- to protect crashed riders from further injury (due to a collision with an oncoming rider who has not seen the crash),
- to protect the riders on the track not immediately involved in the crash,
- to protect medics and organisation staff while they assist riders involved in a crash.

The crash response protocol is as follows:

<b>1. Remain vigilant for crashes within your area of responsibility.</b>
<b>2. If a crash occurs and the rider does not quickly get up and move off the track or continue riding (within a few seconds), do the following if you are in front of the crash:</b>
<b>2.1.</b> Raise and wave the yellow flag.
<b>2.2.</b> Call on the radio: "Crash, <location of the crash>, hold the gate".
<b>2.3.</b> When safe for you to do so, move onto the track well enough in front of the crash scene to give any oncoming riders time to stop. Continue waving the yellow flag.
<b>2.4.</b> Position your body such that you are directly in front of the crash to protect the riders involved. If necessary, shout to attract the attention of oncoming riders.
<b>2.5.</b> When it is safe to do so, motion the medics to respond to the scene of the crash.
<b>2.6.</b> Using the radio, recruit the help of other officials on the track as needed.
<b>2.7.</b> If you see a crash that is outside your main area of responsibility, but do not see anyone reacting to it, then you should respond. Otherwise, remain in your area unless needed. This is important because there will still be riders practicing in your area of the track.
<b>3. Once the area of the crash is clear and no fallen riders, medical staff, bicycles or bicycle parts are left on the track, leave the track surface and announce by radio that it is safe to continue the practice.</b>

Depending upon the location of the crash and the amount of the track that is blocked, it might not be necessary to completely stop the practice while the crash is dealt with.

Regardless of the location of the crash, there should always be a temporary stop while the situation is assessed and made safe. Once this has been done, then practice may or may not be able to continue as follows:

- If the crash is in the first half of the track up to the exit from the second corner, the practice should be stopped.
- If the crash is in the pro-section on the second straight, and enough Commissaires are available to close the entrance to the pro-section after the first corner, then the practice could continue using the challenge side of the second straight.
- Same situation as immediately above for the third straight.
- If a crash happens in the third or fourth straight, riders can often be easily and safely directed around the crash so that the practice can continue.

It should also be noted that while the practice may be able to continue as the medics attend to injured riders, it may again be necessary to stop the practice briefly while the medics transport an injured rider from the track. Also, a brief pause may be necessary while any significant damage to the track's riding surface caused by the crash is repaired.

#### NOTE

When responding to a crash and waving the yellow flag, only those Commissaires or officials in front of the crash need wave their yellow flags. Officials located past the scene of the crash should not use their flags as the track is not blocked beyond their positions.

Also important to note is that if all medics must leave the track, then the practice cannot be restarted until at least one or two of the medics have returned to their positions.

It is always the goal of the Commissaires and medics to clear any crashes and resume the practice as quickly as possible. There is only limited time for practice and most schedules do not allow for practice times to be extended.

## NON-STANDARD TRACKS

While many tracks fit the description of a standard track as defined above, it is not uncommon to find tracks with unusual obstacles – for example when the men's second straight pro-section jumps over the challenge category second corner, as in the diagram below.

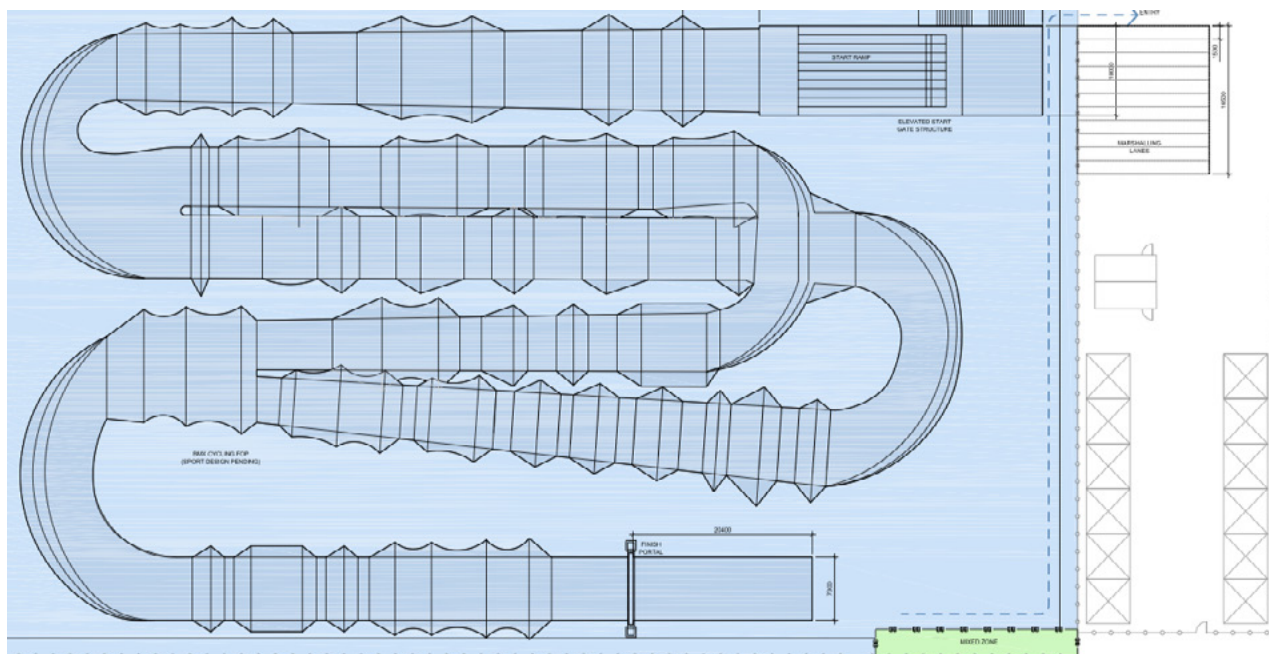


DIAGRAM. Non-standard track



The basic method of managing the practice is the same as for standard tracks. However, extra officials are usually required to offer reasonable protection to the riders, especially those in the Men Juniors and Elite categories who ride the additional obstacles.

Whenever a track has a feature such as that described above, it is wise to have an additional official with a flag who is specifically responsible for the obstacle. This official should be positioned in advance of the obstacle so that they can stop riders in the case of a crash.

In the specific case above, this extra official stops riders from using the challenge second corner when someone is attempting the pro-section in the second straight. During junior and elite practice, it is common for riders to use both sides of the track (as a warm-up, or as an escape route in case of an aborted attempt at the pro-section).

## MONITORING THE RIDERS DURING PRACTICE

While the main goal of managing practice is to create a safe practice environment, the Commissaires and track officials must still observe what the riders are doing.

While within the track infield (defined as the area inside the barriers, past the starting gate and up to the finish line), riders are responsible for the following (except in any areas designated otherwise, such as an area for team managers):

- wearing the required clothing and safety equipment, particularly helmets.
- staying at the edge of the track when not riding. This said, it is generally expected that riders will keep moving during practice unless talking to their coach or manager in a designated area (as in practice during Supercross events).

A common issue during practice is riders removing their helmets. If an official sees a rider removing their helmet (either partially or completely), the rider should be instructed to put it back on. Should the same rider need to be reminded several times, then an official warning is appropriate, after which the next warning would result in their disqualification. Following up official warnings is important, as there needs to be a consequence for non-compliance. A repeated verbal warning with no consequence attached only sends the message that the officials can be ignored.



In the interests of safety and to promote a good example, it is important to create and maintain a culture such that helmets are worn at all times within the track infield. The only place within the infield where riders can take a rest and remove their helmet is in the team managers' area, where coaches and managers can talk to their riders and give them water (championship categories only).

Concerning other equipment issues, it is sometimes possible that the staging officials fail to observe that a rider is using unsafe or incorrect equipment, e.g. not wearing gloves. In such situations, the rider should be told to resolve the problem before taking another lap on the track. The staging officials should also be notified via radio.

All riders are required to obey the instructions of Commissaires and track officials; should a rider not do so, then an official warning is appropriate. Examples of such behaviour are ignoring a verbal instruction or a yellow flag.

## END OF PRACTICE

In order to comply with the schedule, it is necessary to close the staging system at least several minutes before the planned end of the practice. The exact amount of time before the end of a practice session that the entrance to staging should be closed depends upon:

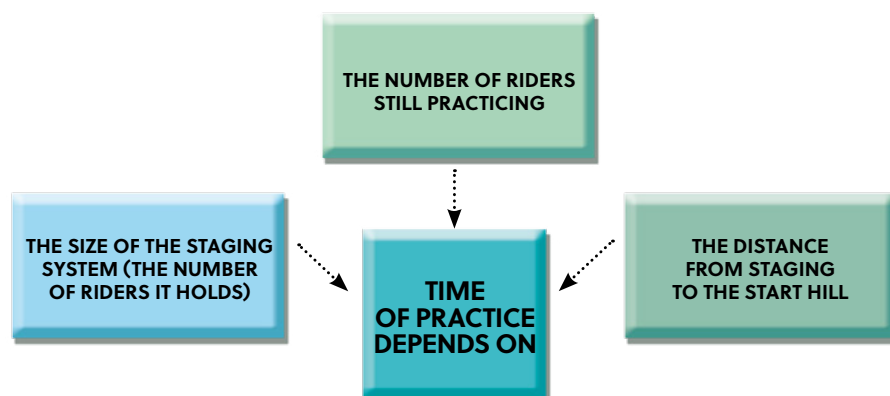


DIAGRAM. Managing the end of practice

If the track is still busy towards the end of practice and the staging system is partly or nearly full, then you can roughly calculate how long it will take to empty the staging system. For example, if the staging system holds about 30 motos and is half full, then with the gate dropping every 30-40 seconds, approximately 8-10 minutes will be needed to clear the group of riders waiting in staging.

It is better to favour finishing slightly early rather than slightly late in case of a crash during the last few minutes of practice.



If the end of practice is only a few minutes away and there are still a lot of riders waiting, the best thing to do is to stop dropping the gate and allow the riders to roll down the start hill. This is the fastest way to empty the staging system.

Finally, it is recommended that the announcer should regularly state the amount of time remaining for each practice group. This helps the riders to manage their time.

Using the sample practice schedule above as an example, the process to finish practice would be:

1. The PCP (or official responsible for the practice if delegated by the PCP) announces the time when the staging system will be closed on the radio. For example, 10 minutes before the scheduled end of the practice session.
2. The staging officials close access to the staging system to the riders in the present group once the closing time is reached.
3. At the closing time for the current practice group, the staging officials begin allowing riders in the next group to enter the staging system. This is important so that the next group can begin practicing on time – especially when there is no pause between the end of one practice group and the start of the next.
4. The start hill Commissaire announces on the radio when the last gate of the current practice group is about to be dropped. The track officials then ensure that the riders in the practice group that is about to end leave the track.
5. Once the track is clear and the scheduled time for the next practice group is reached, this group's practice begins.
6. The process is repeated as the end of this group's practice session draws near.

Above all, it is necessary for the officials to be firm when closing a practice session. There will always be some reason or another why a rider feels that they should have one more practice run.

Usually there is more than enough practice time in the schedule; it is up to the riders and their coaches to decide how much they need to practice and to manage their time accordingly. Likewise, it is the riders' responsibility to come fully prepared for practice, with their number plate attached and the correct clothing and safety equipment. Should they fail to do so and are not allowed on the track, then they are only wasting their own time. Such riders should not normally be allowed any extra practice time.

## DEALING WITH DELAYS

If all goes well, practice will run smoothly and according to schedule. However, for reasons beyond the organiser's control (or in some cases, within their control but as a consequence of poor planning), practice may be delayed.

Reasons for delay can include:

- Bad weather,
- An unexpected power loss,
- Late arrival of the medical team,
- Problems with the gate.

If there are several practice sessions in the schedule and the delay is short (a few minutes - but this can depend on the length of the practice session), then it is usually not necessary to make up the lost time, especially since the amount of practice will be the same for all the riders in the categories represented in the affected practice group. Usually there is more practice time in the schedule than needed (especially bearing in mind the minimum amount of practice required by the regulations). However, for any significant delay, the lost time should normally be made up. This can be done either by pushing back the finish time for the practice sessions or by scheduling another later practice.

If a delay has to be made up, the technical delegate (if appointed) and race organiser must be consulted to ensure that it is possible to change the practice schedule. For example, it would be impossible to continue the practice later in the day if for some reason the medical team was unavailable beyond a certain time.

## BAD WEATHER



Deciding when to stop practice in the case of bad weather can be a difficult call and depends on two factors:

1. Whether the riders' safety is affected.
2. The potential for significant damage to the track.

As long as the surface of the track and the start hill does not become slippery due to rain or mud, the practice can usually continue. Some track surfaces quickly become unsafe when it begins to rain. In case rain is possible during the event, the organiser should have plastic covers ready to keep the track dry in case it begins to rain (along with the necessary staff to quickly put them in place and then remove them once the rain has stopped).

However, if riders are starting to fall because of slippery conditions, then the practice should be stopped until the weather improves and the track dries. How soon this will happen depends upon the materials used to construct the track. Some track surfaces with good drainage between the straights can tolerate rain very well, while others with poor drainage and surfaces made mostly of clay cannot.

In some situations, the track may remain just about rideable, but mud from riders' wheels can cause the start hill and gate to become slippery. In this case, practice should be stopped.

Furthermore, for tracks that will probably not tolerate much rain, if it looks like the weather will not clear up quickly, it is usually best to stop the practice sooner rather than later, have the organiser cover the track (if covers are available) and wait until the weather improves. For some types of track surface, riding on the track when it is soft can cause significant damage; in such cases, it is also better to err on the side of stopping the practice.

The best procedure when stopping the practice (especially if it looks like the bad weather will last for some time) is to announce that the practice will be stopped until a specific time later in the day when a decision will be made on whether to continue or not.



### Example

Using the sample practice schedule above as an example, if it begins raining at 10 am, this means that 2 hours and 15 minutes of practice time for three practice groups remains. If it will be too dark to practice from around 6 pm, then this means that the latest that practice could be restarted is 3:45 pm. With a bit of spare time to repair the track (if needed), a decision as to whether or not to cancel the remaining practice for the day could be made between 2:30 and 3:00 pm. In this case, the team managers would be informed that a decision would be made and communicated at, for example, 3 pm.

This is important, because it means that the riders will not be kept at the track in bad weather, with no clear decision point ahead of them.

Another aspect of bad weather involves potentially dangerous conditions. Whether it is raining or not, some types of weather should always result in a delay in practice. Examples of such weather include thunderstorms/lightning and tornado warnings. Continuing practice is not worth the risk; should any type of dangerous weather occur, practice should be stopped and everyone should seek shelter. It is always wise for the PCP to consult with the organiser about the weather forecast. The organiser will be most familiar with the types of weather that can be expected in the region where the race is held.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain the regulations concerning practice.
- Describe how practice groups are defined.
- Explain the tasks of the staging officials during practice.
- Explain the tasks of the start hill officials during practice.
- Explain the tasks of the officials on the track during practice.
- Describe what must be done by the PCP before practice can begin.
- Explain how to respond to delays in practice.
- Describe how to position officials to manage so-called standard and non-standard tracks.
- Explain how to start a practice session.
- Explain how to end a practice session.
- Explain how to deal with crashes during practice.
- Explain how to deal with riders who remove their helmets during practice.
- Explain how to deal with riders who do not follow the instructions of officials.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Prepare briefing notes for team managers' meetings, Commissaires' meetings and officials' meetings.



## WHAT TO DO

- Ensure that the track is prepared and personnel in their positions before beginning the practice.
- Manage the practice professionally and firmly.
- Remain aware of the situation on the track at all times and move to respond to (and prevent) problems.
- As PCP, make adjustments to the positions of officials if a change is needed.
- When deciding what to do in response to a delay in practice, consider the reason for the delay and the impact on the riders.
- Give all personnel working on the track a briefing (especially the medics and volunteer track officials).



## WHAT NOT TO DO

- Do not use mobile phones while working on the track.
- Do not leave the track without first consulting the PCP.

### 4.3.3. MANAGING THE RACE

#### 4.3.3.1. Final preparations for the race

There are several final tasks on the day of the event that the PCP should carry out before the race begins. These final preparations are intended to make sure that the event runs smoothly.

#### BRIEFING OF COMMISSAIRES AND OFFICIALS

It is important for the Commissaires' Panel and officials to have a final briefing on the morning of the race before the event schedule begins. It is essential to ensure that all officials have the same information and any last-minute questions are answered.

Topics that are typically covered in the briefing include:



#### CHECK-LIST – BRIEFING OF COMMISSAIRES AND OFFICIALS

- ☐ Review of the schedule for the day and any changes.
- ☐ Discussion of any contingency plans in case bad weather is expected.
- ☐ The time at which the PCP expects officials to be in position and ready to start.
- ☐ How the final practice or warm-up will be conducted (with the gate or without, time allocated).
- ☐ The details of any opening ceremonies planned by the organisation (e.g. national anthem or flag lap).
- ☐ Reminder of the procedure for managing crashes (challenge categories and championship categories) and correct use of yellow flags.
- ☐ Reminder of the procedure for announcing decisions and penalties.
- ☐ Reminder to observe the movements of media and medics around the infield.
- ☐ Reminder of the post-race debriefing.
- ☐ Reminder to remain in position until dismissed.

This briefing is best conducted 45-60 minutes before the final practice or warm-up begins.

#### MEDICAL BRIEFING



It is wise for the PCP to have a final briefing with the medics and medical coordinator on the morning of the first day of competition.

Since the medical team may not have much BMX experience, they need to understand that the manner in which they respond during competition can have an impact on the outcome of a race.

Specifically, the medics need to be instructed as follows:



#### CHECK-LIST – MEDICAL BRIEFING

- At least one team of medics is needed on the track at all times; if all medics have left the track, then the racing must stop.
- Medics must be reminded that crashing is a part of racing and that quite often riders are capable of continuing without assistance.
- If a crash occurs, the medics should move calmly towards the scene in the space between the straights, staying off the track.
- If the riders involved look like they may need assistance, the medics can go on to the track once the race in which the crash occurred has completely passed the scene of the incident. Normally this will be at the invitation of one of the Commissaires, who will also respond to the crash as soon as possible.
- Before assisting in any way, if the rider is conscious, always first ask if he or she wants help. A rider who receives assistance from a medic may be scored as DNF by the Commissaires. In the case of multiple crashed riders, this is very important, as a rider who gets up and continues will be scored, but if the rider receives assistance he or she will be classified as DNF.
- The medics should always comply with the instructions of the Commissaires and ask for clarification if necessary.
- Explain the yellow flag procedure for managing crashes in challenge category races (specifically, that there may be another race already starting if there is a crash in the last half of the track, in which case, the medics should not go on the track until invited by the Commissaires who are protecting the scene of the crash with yellow flags).
- The medics need to be reminded that they must be in position at least several minutes before the scheduled start of the warm-up and racing.

#### ANNOUNCER BRIEFING



The announcer has a specific role during competition; this is to inform the spectators and riders of the progress of the race.

The PCP should confirm the following:



#### CHECK-LIST – ANNOUNCER BRIEFING

- That the announcer will regularly announce the moto number and category of the moto currently racing.
- That the announcer will not speculate about unusual situations (e.g. possibility of a delay due to bad weather or possible need to restart a moto) and instead wait until a specific decision is made by the Commissaires before saying anything.
- That the announcer will not repeat Commissaires' discussions that may have been overheard concerning incidents on the track.
- That the schedule has been checked with the announcer to ensure that he or she has the most up-to-date version, in case of any changes. This includes the order of the categories and the timing of any planned breaks.
- That the announcer has a copy of the start lists (moto sheets).
- That the announcer will always check with the PCP before announcing any change to the event or schedule.

#### START LIST DISTRIBUTION

The race can only be run effectively if the Commissaires and officials have copies of the start list (moto sheets). Therefore, the PCP should always confirm with the secretary that he or she has planned how to distribute enough copies of the start lists to those who need them (including the start lists for qualifiers and finals).

## ARRANGEMENTS FOR OPENING CEREMONIES

It is often the case that the organisation plans a ceremonial opening of the event. The PCP should discuss the details of this with the organiser in advance, so that any impact on the race schedule can be dealt with and the Commissaires and other officials informed.

## TRACK WALK



The PCP (sometimes delegated to the APCP) should always take a final walk around the track to ensure that the surface is in good condition, that the boundary lines have been completed and that the preparations for the event have not created any safety hazards (e.g. tools or equipment left lying between the straights or behind the corners).

Ideally, this should be done as soon as possible after arriving at the venue so that there is enough time for the organisation to address any problems that are discovered.



### LEARNING OUTCOMES

#### ELITE NATIONAL AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Explain the tasks of the PCP before the race begins.
- Describe the last-minute instructions given to the Commissaires and officials.
- Describe the instructions given to the medical team.
- Describe the briefing with the announcer.
- Explain the purpose of the last-minute track inspection.



### WHAT TO DO

- On each day of racing, arrive in enough time to complete all preparations before the event.
- If there are several days of racing, follow the same preparation procedure each day; this will allow you to improve on the performance of the previous day.



### WHAT NOT TO DO

- Do not assume that everything will be ready and that everyone will know their jobs.

### 4.3.3.2. Staging and starting the race

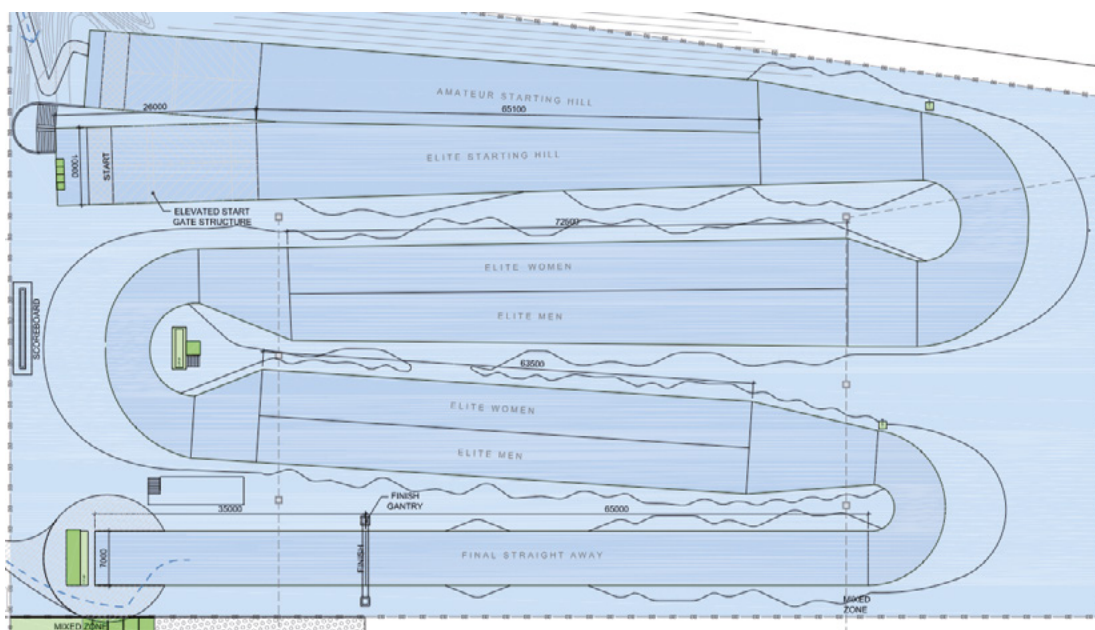
As in [Chapter 4.3.2. "Managing Practice"](#), it is helpful to consider an example event. All sections of [Chapter 4.3.3.](#) are based on the following race-day schedule and track layout.

#### RACE-DAY SCHEDULE

<b>09:00 - 09:15</b>	<b>Warm-up, Group A (9 and under)</b>
<b>09:15 - 09:30</b>	<b>Warm-up, Group B (10-13)</b>
<b>09:30 - 09:45</b>	<b>Warm-up, Group C (14 and older)</b>
<b>09:45 - 10:00</b>	<b>Warm-up, Group D (Women Juniors &amp; Women Elite)</b>
<b>10:00 - 10:15</b>	<b>Warm-up, Group E (Men Juniors &amp; Men Elite)</b>
<b>10:50</b>	<b>Opening ceremony</b>
<b>11:00</b>	<b>Racing begins</b>
<b>12:30</b>	<b>Start of 2nd Round</b>
<b>14:00</b>	<b>Start of 3rd Round</b>
<b>15 minute break after all categories with qualifiers and finals (1/8, 1/4, 1/2 finals)</b>	
<b>15:00</b>	<b>Start of 1/8 finals</b>
<b>16:00</b>	<b>Start of 1/4 finals</b>
<b>17:00</b>	<b>Start of 1/2 finals</b>
<b>18:00</b>	<b>Start of 3rd Round for categories with no final, start of finals</b>
<b>19:00</b>	<b>Awards ceremony</b>

In this example, there are enough riders entered for 150 motos in each round of competition.

#### TRACK LAYOUT



The track has an 8m start hill (championship categories only) and a 5m start hill (challenge categories). There are 3 corners (corner 1, corner 2 and corner 3) and pro sections in the 2<sup>nd</sup> and 3<sup>rd</sup> straights. The track is 350m long (measured through the pro sections from the 8m start hill).

Once the various race-day briefings described in Chapter 4.3.3.1 have been completed, the Commissaires and officials should prepare and be in their position in time for warm-ups to start at 09:00. Since there is only 15 minutes for each group, the gate is not used. The purpose of the warm-up is for the riders to have a last look at the track before racing on it.

In order to maintain the schedule, the staging officials must be very strict about closing the entrance to staging. This means that, at most, each rider will probably have time for just one or two laps around the track.



Ending the warm-up punctually is important because the Commissaires and officials need some time to prepare for the race and to begin staging riders. This also gives the track maintenance crew a chance to carry out any last-minute work on the track (e.g. sweeping the corners, watering the track).



For a race with 150 heats in each round, the staging system will need to be staffed with Commissaires and staging officials at least 20 minutes before the scheduled start of the race. It will take some time to organise the first heats. The goal is to have the staging system full (at least 20 motos supply of riders) a few minutes before the scheduled start of racing. For this to happen, the staging officials must be calling the riders into the pre-staging boxes at least 15 to 20 minutes before the start of racing.

If the staging officials have performed their jobs correctly during practice, by this time the riders should understand how the staging system works, thus increasing its efficiency. There should also be very few clothing or equipment problems at this point, as these will have been dealt with consistently throughout the practice.

This said, the staging officials must remain vigilant for non-compliant equipment and clothing. For example:

- National Champions must wear their national champions' jerseys.
- Riders with International Elite Numbers must have their numbers printed on their backs (however, no other riders are allowed to have numbers printed on their jerseys).
- Video cameras are not allowed during racing, except for any riders using on-board cameras at the request of the TV production company (championships categories only).
- Appropriate gloves, racing pants (or shorts and knee/shin protection).
- Number plate and lateral plate if used at the event.

Should any such problems be revealed, the rider in question should not be allowed into the staging system. If the problem is not noticed until the rider has begun the race, then the PCP should be informed so that the rider can be relegated.

## BICYCLE AND EQUIPMENT INSPECTION

**ARTICLE 6.1.071 - 6.1.072** of the UCI Regulations states that:



All bicycles, clothing and equipment must meet the general specifications provided in this chapter and must also comply with the regulations detailed in Part I, Chapter III of the UCI Regulations.

For avoidance of doubt, before official practice, before the start of, or during the course of any competition or event, the rider, his bicycle, helmet and clothing may be checked by the commissaires or an agent or body of the UCI. Such a check, if done is only to confirm compliance with the sporting and technical requirements of these regulations. Clothing and equipment not in compliance with these regulations may be refused if such non-compliance is noticed, in which case, the rider is not allowed on the track until such non-compliance is remedied. If such non-compliance be noticed following or during a heat, the rider may be scored as Did Not Finish for the heat in question.

All riders shall wear clothing that is recognisable in trim and style as a BMX type garment and as such be distinct from other cycling disciplines. Any rider who does not comply with all instructions given to him by the commissaires with respect to his clothing or equipment shall not be permitted to compete and may be either relegated or disqualified by the President of the Commissaires panel if the non-compliance of his equipment is noticed.

Regardless of whether or not a rider's bicycle, clothing or equipment is checked by a commissaire or agent or other body of the UCI, all riders are responsible to use equipment that complies with the UCI regulations. In this regard, articles 1.3.001, 1.3.002, and 1.3.003 shall apply. The fact that any non-compliance was not noticed earlier in an event shall not constitute a defence in case it is noticed later in the same event, or at a future event.



It is important to note that this does not mean that there is a formal check-list or bicycle check for every rider. Rather, the staging officials rapidly confirm each rider's identity (number plate) as they enter the staging system and take a quick look at their equipment. No formal measuring of the dimensions of wheels or bicycles is done to confirm compliance with the regulations. Rather, if an infringement is noticed, the penalty (refusal of start, relegation or disqualification) is applied. **ARTICLE 1.3.001** makes it clear that each rider is personally responsible for the condition and configuration of their equipment.

Likewise, **ARTICLE 1.3.002** makes it clear that riders are not allowed to modify their equipment; it must be used as designed by the manufacturer.

## STARTING THE RACE



Approximately 10 minutes before the scheduled start of the event, all the track Commissaires and officials should be in position for the race, as well as the timing company, finish line Commissaires and medical teams.

More preparation time may be needed by some officials, such as the finish line Commissaires and timing company. However long the preparations, the usual goal is for all areas and personnel to be ready and in place about 10 minutes before the start.

Once in position, each official should ensure that the area for which they are responsible is properly prepared and report this to the PCP via radio. If the PCP does not hear from all the officials, he or she should use the radio to confirm that everyone is ready.

Approximately 1-2 minutes before the scheduled start time, the gate is raised and the first moto takes up position behind the gate.

**NOTE** For championship category events that are being televised, the exact amount of time before each moto is loaded into the gate is decided by the TV producer and communicated to the PCP. Time may be needed for rider introductions, which are part of the TV production.

**REGULATIONS**

**ARTICLES 6.1.042 - 6.1.044** of the UCI Regulations describes the staging and starting process. Specifically:

**6.1.042**

All riders must start in their designated gate positions. The penalty for starting from any other gate position is disqualification (DSQ).

It is each rider's responsibility to be in the staging area and on the gate in the correct gate position at the appropriate times. If the rider is not on time for staging as indicated by the staging officials, the rider will lose the gate pick position and must choose the gate last.

In case of a re-run, all riders must start in the same gate position as previously designated.

Any rider who in any way interferes or attempts to delay or interfere with the start procedure of a heat for a reason not accepted by the president of the commissaires' panel may be disqualified.

**6.1.044**

The front wheel must be placed against the gate, be grounded and remain stationary during the starter's call as defined in article 6.1.043.



It is up to the staging and start hill Commissaires and officials to implement these regulations. From a practical point of view, this means that they work as follows:

- The staging officials ensure that the riders go up to the start hill in the order of their heats. Likewise, it is helpful if the riders are organised in order of their gate start position (that is, the rider on the far side of the start hill from the entrance should be lined up first in the heat).

- The start hill Commissaire (and officials) double-check that the correct riders are in the gate in the correct positions.

**NOTE**

Position 1 is always located on the side of the gate corresponding to the inside of the first corner. So if the first corner turns left, lane 1 will be on the left side of the gate. If the first corner turns right, lane 1 will be on the right side of the gate. In all cases, the gate position numbers must be marked on the gate itself.



- For the qualifiers, the riders choose their start positions in the order of their results from the previous round (as per **ARTICLE 6.1.029bis**). For major events such as UCI BMX Supercross World Cups, the riders normally choose their gate positions with a touch screen computer provided by the timing company before going up to the gate.

**NOTE**

The start Commissaire or one of the start hill officials always writes down the gate position chosen by each rider. In the case of a restart, the riders start from the same gate positions.

- If a rider is late for the start, the gate is not normally held for them. Some years ago, the UCI Regulations required the Commissaires to call for a missing rider three times during race staging. However, this regulation no longer exists.

**NOTE**

If a delayed rider's moto has proceeded through the staging system towards the start hill, the staging officials will naturally try to help the rider reach the gate in time. However, if a rider has still not shown up by the time their moto reaches the 10 staging lanes, it is unlikely that they will make it to the gate in time to start.

- The start hill officials must be vigilant that the correct riders are in the gate for challenge category races, particularly for very young categories. Children can easily become confused and may accidentally go down into the gate a moto too early if the gate position in front of them is left open.

- If a rider has a mechanical problem (e.g. a flat tyre) in the staging system or on the way up to the start hill, the PCP should be notified. The PCP may decide as follows:

- **Option 1:** Normally, for challenge category races, where the order in which the motos are run is not important, the rider is given a chance to fix the problem. The entire moto in question is pulled aside while the problem is fixed; meanwhile, the next motos continue. The moto will then be started as soon as possible – at a time decided by the PCP.
- **Option 2:** For a championship category race where the heats must be run in order due to the TV production (e.g. a UCI BMX Supercross World Cup event), then the PCP can still solve the problem in the same way as in Option 1 above. However, he must first inform the Timing company and the TV Producer over the radio so that the TV graphics can be changed, and so that the announcers can inform the public. In some cases, a short delay can also solve the problem (instead of switching the order of the heats), but the PCP must again ensure that everyone is informed.

In all cases, normally only problems that are beyond the riders' control would be considered for such a delay - for example, a tire puncture. A maintenance issue, such as a loose head-set is something that could have been avoided. In that case, the PCP could not decide to allow any time for repairs, such as in Option 3. What is most important is that a reasonable time limit is announced by the PCP; if the repair is not completed by that point in time, then the race for that heat should be started without the rider in question.

- **Option 3:** The PCP decides to continue the race without the rider in question.
- Team managers, coaches and riders' parents are not normally allowed in the staging system or on the start hill. However, it is customary at some club and national-level events to allow the parents of very young riders to hold them in the gate (e.g. 5-year olds) although this should not be allowed for international events. If a rider is unable to remain upright on the gate with both feet on their pedals, then he or she should start with one or both feet down.
- If a rider with a problem regarding clothing or equipment has slipped through the staging system, the PCP should be notified by the start hill Commissaire.

## THE START

Once the riders in the first moto are in the gate, the PCP gives the start Commissaire permission to begin the race at the scheduled start time, taking into account the needs of TV production (the TV producer indicates over the radio that TV is ready; at this point it becomes the PCP's responsibility to start the race if satisfied that the infield and Commissaires are ready). If there is no TV production, the PCP is the sole authority to decide that the race can be started, though for challenge category events this task is often delegated to the start Commissaire.

The start may be given in a number of ways. The start Commissaire may operate the gate him or herself or, more usually (since the start Commissaire is in charge of the start hill and has a more supervisory role), a trained official operates the gate.



For major championship category events such as World Championships and World Cups, the PCP usually gives the start Commissaire permission to start each moto via the radio or by a hand signal.

For challenge category races, another common arrangement is for a Commissaire on the track to use a green flag to indicate that the track is clear and that the next start can proceed. Upon receiving this signal, the gate operator drops the gate if the riders are ready.

**ARTICLE 6.1.043** of the UCI Regulations defines the start procedure:



A BMX race shall be started using a voice box starting system.

Where an electronically controlled starting gate in combination with a voice box supported starting system is used, the recorded commands of the voice box shall be as follows:

- Stage 1: "ok riders, random start". The recorded commands of the voice box shall be as follows:
- Stage 2: "Riders ready".  
"Watch the gate".

For safety reasons, the stop button can be pressed at any time (up to the end of stage 2).

The requirements for a voice box and an electronic starting system shall be as described in annex 3.



Before pushing the button that activates the voice box start sequence, the gate operator must first make sure that all riders are ready on the gate. A moment before activating the start sequence, the operator should give a verbal signal that he is about to start the race, such as "ok" or "ready". When doing so, the rider's body language will indicate that they are ready for the start (standing up on the pedals, both hands on the handlebars).

After pushing the start button, the voice box begins the start sequence. If a rider becomes unsteady or falls during the start sequence, the gate operator can cancel the start up to the point when the voice box has finished saying the word "gate". After this point, the procedure will continue and the gate will drop.



After the voice box recorded command of "Watch the gate", there is a random pause of between 0.1 and 2.7 seconds and then a series of four tones sound, each synchronised to a set of lights mounted on the railing of the start hill within the riders' field of view (red light, yellow light, green light). At the moment that the final tone sounds and the green light is displayed, the gate drops, starting the race.

#### NOTE

Whatever mishap may befall a rider on the gate, for all intents and purposes, the race has started after the voice box recorded command of "Watch the gate" and the start can no longer be cancelled. If a rider falls on the gate after that point, it is part of the race and no restart is allowed, even if several riders fall.

It is also important that the voice box speaker has sufficient volume for the riders to hear it with their helmets on. If there is only one speaker located on one side of the start hill with insufficient volume, it can disadvantage the riders on the far side of the hill, as they may not hear it clearly over any background noise. This should be tested during practice.

Likewise, it is best to brief the announcer to ensure that he or she does not speak during gate starts. Furthermore, if music is playing during the event, playback should be stopped when the gate is about to drop. Sound levels from the public address system should also be tested during practice to see if the noise interferes with the riders' ability to hear the gate.

### PROBLEMS WITH THE STARTING GATE

One source of problems during the event can be the starting gate itself. There are several different gates recognised by the UCI as being compliant with the UCI Regulations – the Pro Gate, the Bensink Gate, etc. Each of these gate systems can be fine-tuned. If the general consensus of the riders during practice is that the gate is dropping a bit fast or slow, this setting can normally be adjusted (though if it is shown that the gate is operating within normal parameters, then it should be left alone; there is always a danger of bias in responding to the complaints of a vocal minority). However, as a general practice, it is best to ensure that the gate is well adjusted before the first practice begins; once done, it should not be adjusted again unless there really is a problem.

Other factors that can affect gate operation include the air pressure supplied to the gate piston, how well the gate has been maintained, etc. This is why it is crucial to have back-up equipment for all essential elements of the gate during a major event.

Ultimately, the main point concerning the starting gate is to maintain the safety of the riders while providing a fair start. To a certain degree, the riders are capable of adapting to the characteristics of any particular gate. However, for the event to succeed, the riders must have confidence in the operation of the gate. If there are some aspects of the gate that could be adjusted to try to satisfy the riders' concerns, then this should be done. However, it would be unwise to change the settings of the gate late in the practice, just before the race – by this point, the riders will have practiced on the gate and adapted to it.

Other rules concerning the start:

**Part VI: BMX, Annex 5 - Competition Field** of the UCI Regulations defines the minimum parameters of the starting gate.



The starting gate shall be a minimum of 7.3 metres in width for BMX events on the UCI BMX calendar. The gate shall have a height of at least 50 cm, with an angle no greater than 90 degrees with the slope of the ramp which supports the bicycles' wheels when they are in their starting position. Starting positions 1 through 8 must be clearly marked on the gate.

The electronically controlled gate, to be used at all BMX events on the UCI BMX calendar, must be outfitted with a system of appropriately coloured starting lights located so as to be clearly visible from all starting lanes without disadvantage to any rider who is in the "riders ready" position. In case of a failure of the gate release system, the gate shall fall to the dropped position.

A "voice box" system is mandatory at all UCI sanctioned events described in annex 3.

Whenever a timing scoring system is utilised, the timing system must be activated, whereupon the time starts running, at the moment the gate-start mechanism is activated causing the gate to drop.



Also, **Part VI: BMX, Annex 6 - Competition Officials** defines the duties of the starter:



The start Commissaire shall be responsible for conducting the start of each race. The starter shall operate the starting gate, and perform such other actions as are necessary and appropriate to assure that each race has a safe and fair start.

The starter may recommend to the President of the Commissaires' Panel that a rider obstructing the starter from carrying out the duties be penalized. When a timing system is utilised, the starter must first confirm with the staging official any rider who fails to present himself at the start gate and then ensure that the operator of the timing system and his equipment is ready before he begins the starting procedure of a race.



In practice, the gate operator runs the gate, while the start Commissaire watches the start from the other side of the gate, and also watches the riders proceed down the start hill and onto the first straight. After this, the start Commissaire becomes concerned with loading the next moto into the gate and preparing for the start.

Should a rider interrupt or delay the start sequence for a reason not accepted by the start Commissaire, the start Commissaire should consult with the PCP to decide an appropriate penalty (e.g. relegation or official warning).

**ARTICLE 6.1.044** concerns the position of a rider's bicycle in the starting gate. Specifically:



The front wheel must be placed against the gate, be grounded and remain stationary during the starter's call as defined in article 6.1.043.



What this means, is that the rider's bicycle cannot begin moving until after the voice box has finished the starter's call. That is, the front wheel has to remain in contact with the gate until after the word "gate" has been spoken by the voice box. In practice, the introduction of the random delay between the end of the starter's call and the gate-drop sequence means that it is no longer possible for riders to "time" the gate and attempt to start "early"; they have to wait until the gate drop sequence begins. The best riders will already be moving up and over the top of the gate as it is dropping. This is perfectly legal, according to the regulation.

## DECIDING WHEN TO START THE RACE

One of the most important jobs of the start Commissaire is to decide when to start each race. Several factors have to be considered in this decision:

- Whether it is a challenge or championship category race.
- The situation on the track; whether the track is clear or not.
- The age and skill level of the category in the gate and the category that last started.
- The amount of time in the schedule for each round of competition.
- The status of the race: is it running early, on schedule, or late?

The first thing to consider is whether it is a challenge or championship category race.

For Junior and Elite riders, races are usually only run one at a time (although this is not a regulation only a "rule of thumb"). That is, all the riders in a moto cross the finish line or are declared DNF before the next race is started. The actual pace at which such events are run is decided between the PCP, technical delegate, race director and TV producer. Depending on the stage of competition, 2-5 minutes is normally allocated for each moto, including staging, rider introductions, racing and race follow-up (replays, results, application of penalties).

For challenge category races, the frequency of starts is usually much greater. Depending on the track, the number of motos and the schedule, there could be as many as three motos on the track at any one time: one starting, one around the middle of the track and another finishing.

Going back to the sample schedule above, 90 minutes is allowed for each round of racing (150 motos), or 100 motos/hour. This means that to stay on schedule, the gate must drop on average once every 0.6 minutes (36 seconds). With a track length of 350m, this should be achievable for most of the challenge categories, albeit that the younger riders will take longer and the pace of racing will increase with each older age category.

Given that the race order is set so that there is usually not a significant difference in speed from one moto to the next, this allows the starts to be conducted at a relatively even pace.

In our example, suppose the category order within each round is this:

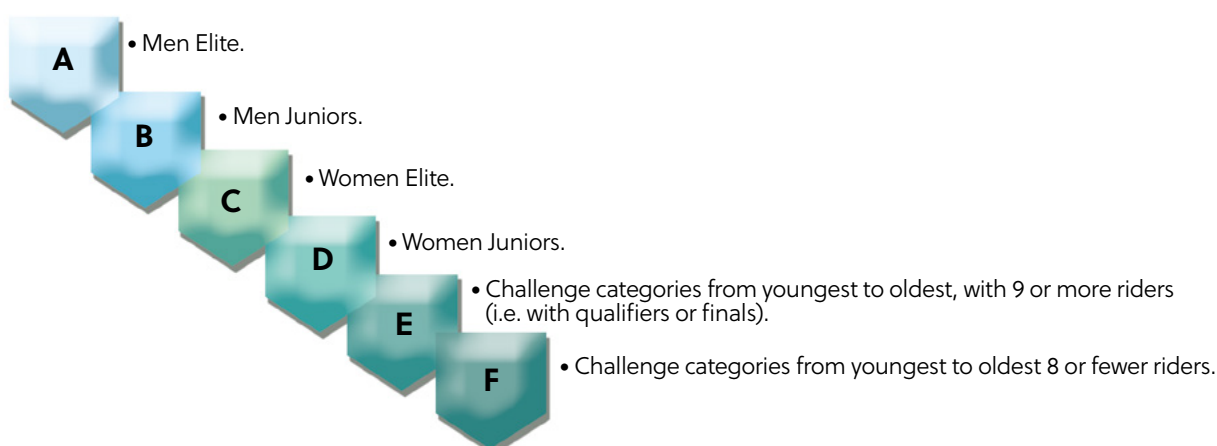


DIAGRAM. Category order

With a category order such as this, the starter might decide when to start each race as follows:

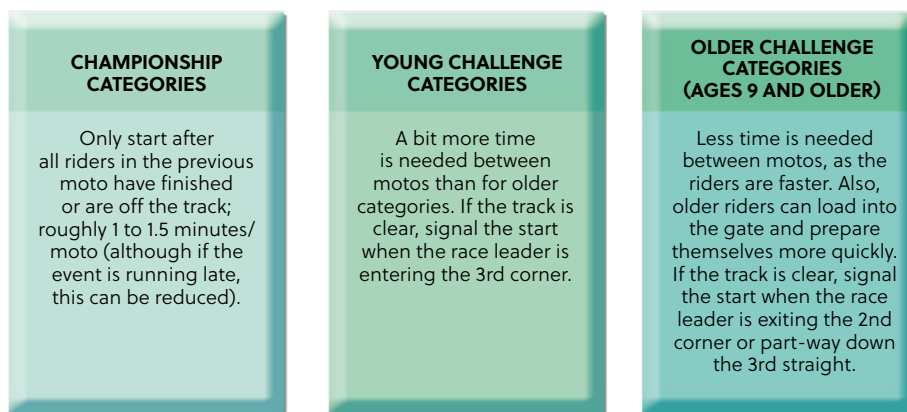


DIAGRAM. Race starts

#### NOTE

1. Of course, the gate is held before the next start if there is a crash. If a crash occurs in the 3rd or 4th straight after the next start has been given, then the track Commissaires will manage the crash scene according to the procedure described in the next chapter.
2. The PCP should be vigilant that medics are always available in the infield – if not, then signal to the start Commissaire that racing is to stop until the medics have returned. It is also worthwhile to have the announcers advise spectators of this, so that they are aware of why racing has stopped.

In summary, the pace at which starts are conducted depends on the categories racing and the situation on the track.

When starting the first round, the pace will be deliberately kept slightly slower for the first 20 or 30 heats in order to give all of the officials a chance to get "warmed up". In other words to make sure that staging, the start hill, the track and the finish line are working well.



After this, the speed at which the races are run should be increased until one or more of the areas start to experience some "stress". At this point, the pace should be backed off a bit, and while taking into account the ages of the riders (as above), this is generally the pace at which the motos should be run. Once the 2nd and 3rd rounds begin, the process is repeated over again. That is, using our example, one race at a time for the championship categories, a slower pace for the younger challenge categories and a higher pace for the older challenge categories.

Ideally, the average pace will be a bit higher than that needed to meet the schedule, meaning that the race should run a bit early. This is important because of the need to build up a time buffer so that one or more significant crashes requiring a stoppage will not put the race behind schedule. Likewise, if bad weather is forecast for later in the day, running early is always better than taking the chance of a race stoppage due to bad weather.

Once the Motos have been finished (the longest part of the schedule), the qualifiers and finals are run one race at a time. The possibility that a moto could be blocked by a crash is usually not tolerated for the more important elimination rounds and finals unless time is about to run out (im-pending darkness or severe weather).

## ROLE OF THE START COMMISSAIRE WITHIN THE COMMISSAIRES' PANEL

As the individual aspects of staging and the start are important, the role of the start Commissaire as the official responsible for the entire staging and starting process must be examined.

BMX events are best managed through the delegation of responsibility; just as the most effective organisation is the one that best delegates the tasks needed to run the race, the Commissaires' Panel must also delegate tasks so that it can work effectively. Within the panel, the start Commissaire is responsible for the work of the officials in staging and on the start hill.

This means that it is the start Commissaire who must ensure that the staging system and start hill have been properly and efficiently set up and that the officials working there have been well briefed. Likewise, if there is a problem such that the staging is not working well or the start hill officials are making mistakes, it is the responsibility of the start Commissaire to identify the problem and resolve it as far as possible. Should there be an unusual situation, or should a rider commit an infringement, then the start Commissaire must advise the PCP.



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain the rules concerning race staging and race starting.
- Explain the process by which the staging officials work.
- Describe the means used to decide when each moto should be started.
- Describe the starter's call and the point in time when a start can no longer be cancelled.
- Describe the role of the start Commissaire within the Commissaires' Panel.

#### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Explain the steps taken in contacting the organiser and describe the information requested in relation to the staging and start hill equipment.
- Provide a list of what a PCP would expect to be available at the event.



### WHAT TO DO

- As the start Commissaire, ensure that sufficient officials have been recruited and that they have been briefed.
- Use the practice as an opportunity to find and correct any problems with the staging system and on the start hill.
- Discuss the event schedule with the PCP and the average pace at which the event will need to be run.
- Adjust the pace at which the event is run as needed.
- The PCP should regularly liaise with the finish line / time keeping company to make sure they can follow the pace of the event



### WHAT NOT TO DO

- Do not leave the staging and starting arrangements until the last minute.
- Do not assume that problems with staging or the start hill will solve themselves; be proactive.

#### 4.3.3.3. Managing the Track during the Race

##### PRINCIPLES OF MANAGING THE RACE

The role of the Commissaires and officials on the track is more or less the same during racing as it is in practice; that is, to monitor the riders and respond to crashes. The specific tasks during racing are: race during the event. However, this responsibility passes to the APCP should the PCP need to leave the track.

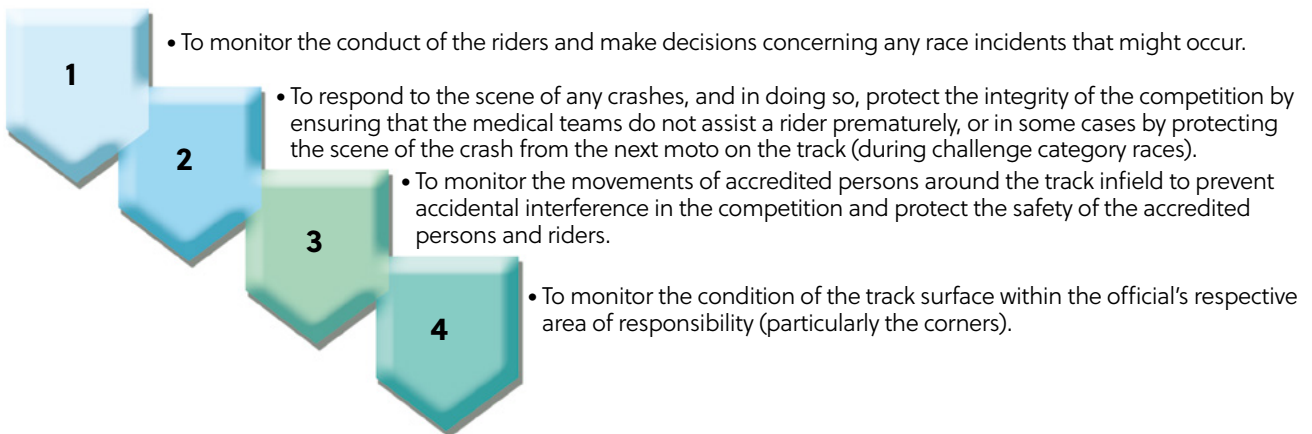


DIAGRAM. Tasks during the race

The PCP is responsible for the supervision of the race during the event. However, this responsibility passes to the APCP should the PCP need to leave the track.

Due to the size of the jumps, it is now rare that any single official can see all or even most of the track. As a result, each official should try to watch as much of each heat as possible as it passes along the track. In this way, it is likely that more than one Commissaire will see any given race incident. Having multiple points of view and opinions about what happened helps the Commissaires' Panel make the best possible decisions concerning race incidents.

##### POSITIONING OF THE COMMISSAIRES AND OFFICIALS

While the general areas of responsibility of the Commissaires and officials are the same during racing as they are during practice, the positions are adjusted somewhat, as per the diagram below.

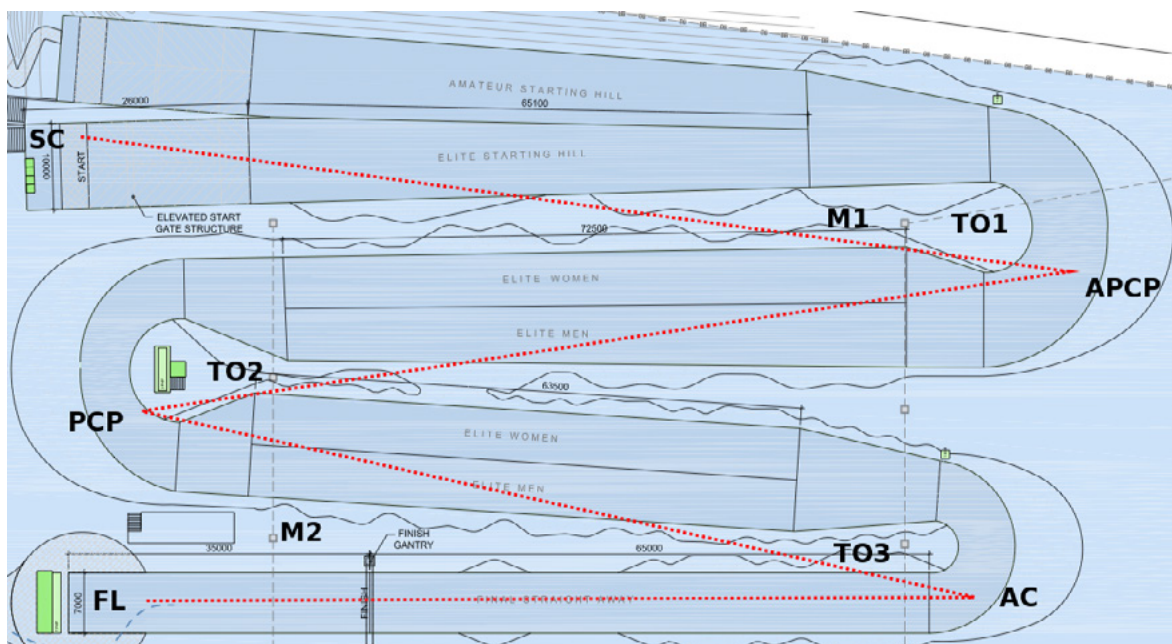


DIAGRAM. Positions of Commissaires and officials

<b>SC = start Commissaire</b>	The start Commissaire (SC), who is typically the third Commissaire appointed to the Commissaires' Panel, is positioned on the start hill and is responsible for the start hill and staging officials
<b>PCP = President of the Commissaires' Panel</b>	The PCP is the President of the Commissaires' Panel. On so-called "standard" tracks, he or she is usually positioned on or around the second corner. This corner usually presents a good overall view of the track, and also gives the PCP easy access to both the start hill and the finish line, in case he or she must deal with a problem.
<b>APCP = assistant PCP</b>	The APCP is the assistant PCP; he or she is usually positioned on the first corner.
<b>AC = assistant Commissaire</b>	An assistant Commissaire (AC) is usually given responsibility for the third corner.
<b>FL = finish line official</b>	A finish line official (FL) is given responsibility for supervising the entrance and exit to the finish area. He or she watches the final sprint for interference and is also responsible for holding riders in case the PCP needs to discuss a penalty with them. Likewise, the FL prevents the riders from rolling back across the finish line and out onto the track.
<b>M1 = medical team 1</b> <b>M2 = medical team 2</b>	The medical teams, M1 and M2, are responsible for primary response to crashes within their area of the track. M1 is responsible mainly for the 1st and 2nd straights and 1st and 3rd corners, while M2 is mainly responsible for the 3rd and 4th straights, 2nd corner and the finish line. Depending upon the track, there may be a third medical team located approximately mid-track. The exact positions of the medical teams are decided by the medical coordinator.
<b>TO1/2/3 = track official 1, 2 or 3</b>	The track officials (TO1, TO2 and TO3) assist the Commissaires assigned to the corners and are also a major part of the crash response procedure.

## TRIANGULATION

A key principle in supervising the track is that of "triangulation". That is, as each heat progresses around the track, the officials observe as much as possible, helping to back up the official who is primarily responsible for each area. For example, as the race passes through corner 1, the start Commissaire and PCP also watch what happens in the corner to offer their point of view to assist the APCP's decision making.

If possible, the assistant Commissaire (AC) in corner 3 also watches the heat passing through in corner 2, as does the APCP.

By the time the heat has gone through the first corner, the start Commissaire will probably no longer be watching, as he or she will have turned their attention to preparing for the next moto.

Finally, both the assistant Commissaire (AC) in the third corner and the finish line official (FL) watch for interference in the final sprint (and also possibly the PCP if he or she isn't otherwise occupied).

## MANAGING CHAMPIONSHIP CATEGORY RACES

The championship category portion of any race is usually run only one heat at a time and the position of the Commissaires is similar to that in the diagram above.

All officials on the track must watch each heat to the greatest extent possible, so that multiple points of view and opinions are available for any given race incident.

In the case of a crash, the principle Commissaires (PCP, APCP and AC) in the corners will normally continue watching leading riders in the heat, as it becomes the immediate priority for supervision.



Meanwhile, the track official closest to the crash should move to the scene to monitor the conduct of the medics and riders. Specific tasks are to report the numbers of the riders involved in the crash who receive assistance over the radio and to ensure that the medics do not assist a rider prematurely. If the crash occurs in or near a corner, then the track official and Commissaire responsible for that area collaborate to manage the scene of the crash. A rider is only considered to have received assistance if he is helped to stand up after a crash, or his helmet is removed (either by himself or the medics)

The start Commissaire (SC) is normally able to watch each race until at least the first corner and possibly longer (depending upon the amount of time between heats) before turning their attention to the next heat.

### MANAGING CHALLENGE CATEGORY RACES

The process used to manage challenge category races is slightly different to that for championship category races. This is because the subsequent race usually starts before the race still on the track has reached the finish line. This is the only way to ensure that a large number of challenge class races can be completed in a reasonable period of time.

Because of this, crash management is one of the most important elements of controlling a challenge category race. The process is as follows:

Heat A starts the race. Immediately, the start Commissaire (SC) raises the gate and begins preparing for the next heat (heat B).



Most of the time, the start Commissaire gives the signal to drop the gate when the leader of the previous heat is somewhere on the third straight (depending upon the age and skill level of the category and what is happening on the track – for instance, if there is a slower rider still on the second straight, the start might be held slightly longer).

This means that if there is a crash up to and including the second corner, the start Commissaire is called on the radio to hold the gate until the crash is cleared.

However, if a crash occurs in anywhere past the last half of the third straight, the next heat (heat B) will probably have either already started or it will be too late to stop the gate drop sequence. In this case, the track Commissaires and officials have approximately 25-30 seconds to respond to the scene of the crash and make it safe for the crashed riders and the oncoming heat. However, the start Commissaire will hold the start of the subsequent heat (heat C) until the crash has been cleared and the track is ready.



To assist with a crash response, TO2 and TO3 are best positioned a bit farther away from the insides of corners 2 and 3 respectively, making it slightly easier for them to respond to crashes happening in the third and fourth straights. Depending upon the seriousness of the situation, the Commissaire in the corner closest to the crash may also respond – mainly the assistant Commissaire in the third corner, but sometimes also the PCP in the second corner.

The exact procedure for responding to crashes during challenge races is dealt with later in this chapter.

From start to finish, the overall process of managing the track for a challenge race is as follows:

1	Heat A starts. The start Commissaire and APCP are mainly responsible for watching each heat through the first straight.
2	As heat A reaches the first corner, the start Commissaire is already loading heat B on the gate. The APCP and PCP watch heat A through the first corner and into the second straight.
3	As heat A reaches the second corner, heat B is in the gate and ready, while the start Commissaire monitors the track to assess when it is safe to start heat B.
4	As heat A passes around the second corner the PCP, APCP and assistant Commissaire observe.
5	When it is time for heat B to start, the APCP and PCP shift their attention to the start hill to watch the start of heat B. This leaves the assistant Commissaire (AC) in the third corner and TO3 mainly responsible for heat A. After heat B starts, the PCP temporarily returns his or her attention to the front of heat A to check its progress; meanwhile, the APCP in the first corner is mainly responsible for heat B while it passes through the first corner.
6	As moto A is finishing, the PCP shifts attention back to heat B as it goes through the first corner and proceeds down the second straight. As this happens, the start Commissaire has nearly finished loading heat C onto the gate.

If a crash was to occur in heat A up to and including step 4, then the position of the crash would be announced on the radio and the start Commissaire would hold the start of heat B. If a crash occurred after step 4, then the crash management procedure would be put into effect and the start Commissaire would hold the start of heat C until the crash was cleared.

## CRASH MANAGEMENT PROCEDURE

### CHAMPIONSHIP CATEGORY RACES

Crash management during championship category races is relatively simple, as usually only one heat is racing at a time (unless the race is significantly behind schedule). Whenever there is a crash, the following possibilities exist:

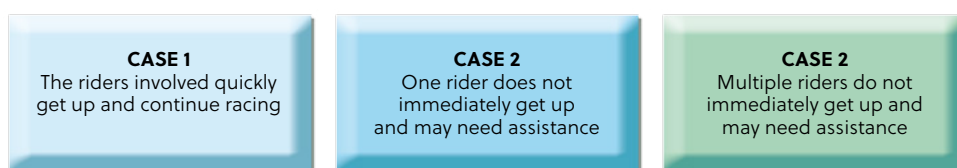


DIAGRAM. Crash management during championship category races

**Case 1**

**In this case**, the riders involved quickly get up and continue racing. No action is required on the part of the Commissaires, track officials or medics.

**Case 2**

**In the second case**, where one rider does not immediately get up following a crash, the closest official or Commissaire announces that there is a crash over the radio, giving its location (e.g. "Crash: second straight"). The officials then move to the scene of the crash, as do the closest medical team. The medics and officials should not touch or assist the rider or his/her bicycle unless the rider needs help. **Again - a rider is not considered to have received assistance unless they are helped to stand up, or their helmet is removed (either by a medic, or the rider himself).**

As soon as the medics begin assisting a rider (assistance means removing the rider's helmet, or helping the rider to stand up; a first aid assessment where the rider is touched, but not helped up is not considered as 'assistance'), the rider's bicycle should be retrieved by the nearest official and the number reported via the radio as "Did Not Finish" (DNF). If the rider is not taken off the track by the medics, then he or she should be told to take a short cut to the finish line (walking or riding) – this is because he or she is already scored as DNF; there is no point in allowing the rider to complete the track. Indeed, doing so wastes valuable time. If the rider ignores the Commissaires instructions to leave the track, then he or she should receive an official warning. When radios are available, yellow flags are not used to manage crashes for championship category races as the next moto will normally not be started until the crash has been cleared and all riders have finished or been removed from the track.

**Case 3**

**As in case 2**, the nearest official or Commissaire should announce the crash and its location over the radio and then respond to the crash. Because riders must be scored the same way (DNF) if they receive assistance, it is very important for the officials to ensure that the medics do not help riders to stand up and do not move the riders' bicycles unless the riders want or need assistance. Again, in crashes with multiple casualties, the officials should gather the bicycles of any riders receiving assistance and remove them from the track surface as soon as possible, while calling the numbers over the radio as DNF. In no case should a rider who receives assistance, whether carried off the track or not, ever be scored as anything but DNF; this is essential to ensure the consistent treatment of riders on the track. The determining factor is whether the riders involved received assistance or not, not whether they ride the remainder of the track, short cut it or are carried off the track. **Again - a rider is not considered to have received assistance unless they are helped to stand up, or their helmet is removed (either by a medic, or the rider himself).**

In all of the cases above (including challenge category races, not just championship races), if a rider crashes and does not receive assistance, then if all of the other riders have finished the race before the crashed rider gets up and tries to continue, that rider should be directed off the track and given a DNF. He or she is no longer in contention and will receive the same number of points for a DNF as for last place. Again, this saves valuable time and potentially assists the crashed rider's safety – even though he or she has not accepted assistance, the crash may still have rendered the rider unfit to ride.

If riders remove their helmet during a race for any reason, such as after a crash (or if a medic removes it for them), they are automatically scored as DNF, even if they later put their helmet back on and continue around the track.

**Multiple Crashes**

It is quite possible that there could be multiple crashes at different points along the track during the course of a heat. The response to each crash, depending upon the number of riders involved and whether or not they get up quickly, is the same as described above.

In such cases, it is important that only riders who need assistance receive it, especially during the qualifiers and finals – a rider who crashes and gets up earlier in the race may still finish in front of a rider who crashes later in the race. It is important to be patient and not score riders as DNF too soon, before all of the other riders have finished, or seeing if they will get up by themselves and continue. **ARTICLES 6.1.049 and 6.1.055** must be considered in this case.

CHALLENGE CATEGORY RACES

When managing a challenge category race, every track official and Commissaire must have a yellow flag. Additionally, the PCP (and only the PCP) must have a red flag.

The crash response in a challenge category race depends upon where and when the crash happens. If the crash happens before the next heat starts and the gate is held in time, the crash response is the same as above for championship category races.

1. The Commissaire or official closest to the scene of the crash announces the location of the crash on the radio and moves towards the crash (without crossing or going onto the track) and waits for all riders in the heat in question to pass the scene of the crash.
2. If all of the riders in the crash get up and continue racing, then nothing more needs to be done, except to announce the numbers of any DNF riders over the radio.
3. If all or any of the riders in the crash get up and short cut the track, then announce the numbers of these riders to the secretary as "DNF – short cut the track" over the radio.
4. If one or more riders have still not gotten up by the time the last rider in that heat passes the scene of the crash, then the official or Commissaire closest to the crash does the following, in this order:
  - 4.1. Raises and waves the yellow flag.
  - 4.2. Goes out onto the track surface several metres in front of the crash, blocking it with their body.
  - 4.3. Uses the flag and an outstretched arm to indicate the direction in which riders from the oncoming heat should pass. The official directs ALL riders of the oncoming heat around the scene of the crash.
  - 4.4. If the medics cannot arrive at the crash scene between the last rider of the heat in which the crash happened passing the scene and the leader of the oncoming heat reaching the scene, then, if they must cross the track, they must be warned not to attend to the crash until all riders in the oncoming heat have passed.
  - 4.5. Depending upon the location and size of the crash scene, the second closest Commissaire or official may also join the first to protect the crash scene from the oncoming heat.

After all the riders in the oncoming moto have passed the scene of the crash, the medics can respond and the crash management procedure is the same as described above for championship category races.

**Important:**

- All riders in the heat with the crash must normally pass the scene of the crash before the officials raise the yellow flag and go out on the track. The crash is part of that race and the officials must not interfere with it. Of course, if the last one or two riders are yet to pass the scene of the crash and can't see it, then they should be stopped in order to protect the crash scene. However, this would require them to be scored as DNF, so it should be avoided when possible – this is usually the case as there is often plenty of room for one or two riders to pass around the crash.
- The yellow flags must be used to warn all riders in the oncoming heat; in this way the track conditions are the same for all riders.
- If one or more riders involved in the crash are just getting up and are about to continue at the same time as the oncoming heat is approaching the crash scene, these riders must be held by the officials and scored as DNF. They cannot be allowed to ride on the track just ahead of the oncoming heat, as they would almost certainly interfere with it. This would result in a call of outside interference for the approaching heat.

Following this procedure correctly is important; otherwise (depending on the circumstances), the intervention of the officials or medics might constitute outside interference, which could require the restart of one or both heats. Restarts are generally not desirable, so the Commissaires must always try to work in a way that will eliminate the need for a restart to the greatest extent possible.



If the track is completely blocked and the scene of the crash cannot even be partially cleared by the officials before the next heat reaches it, then the PCP will probably decide to stop the race. This is done with the red flag. The riders in the heat which was stopped should then stay at the exit of the finish area (as per **ARTICLE 6.1.048**) and await instructions for a restart. Fortunately, such situations are rare and the procedure with the yellow flags works well. It should be noted that only the PCP has the authority to stop a race in progress; this is why only the PCP has a red flag.

Finally, this procedure is only used during the Motos. This is because qualifiers and finals are usually run with only one race at a time on the track, so the crash procedure for championship category races is used instead.

#### AN EXAMPLE OF THE CRASH MANAGEMENT PROCEDURE

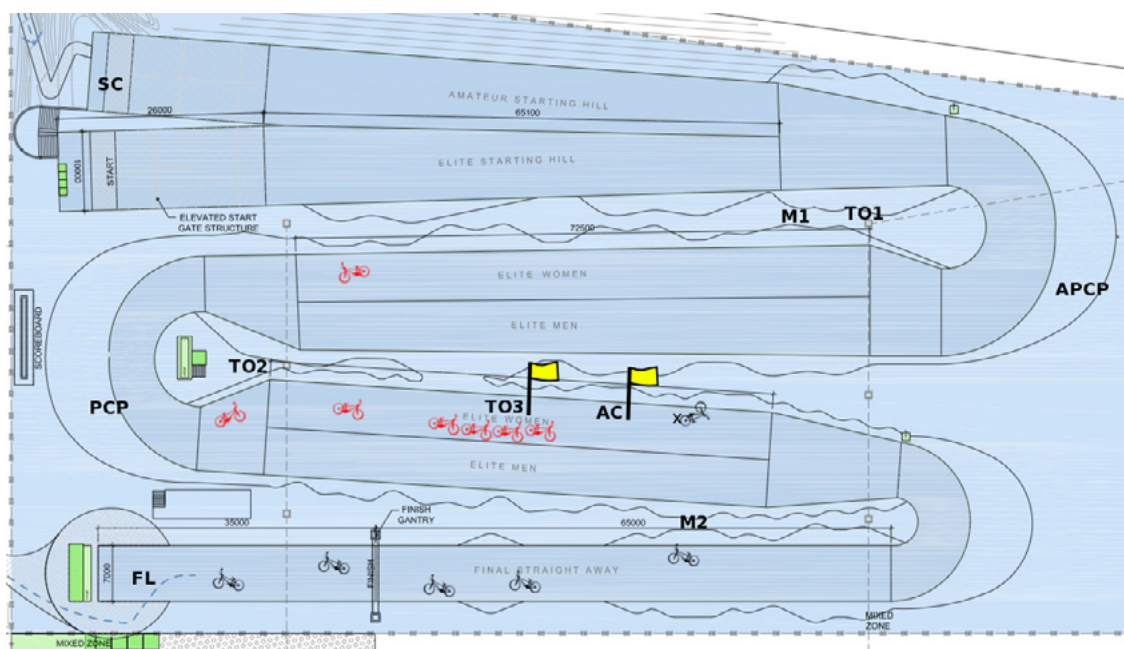


DIAGRAM. Crash management

Above is a diagram of the crash management procedure for a challenge category race. In the diagram the black bicycles (heat 1) are finishing. There is a crashed rider (x and upside-down bike) from heat 1 still on the track just before the third corner. Heat 2, the red bicycles, had already started at the time of the crash.

The assistant Commissaire (AC) and track official 3 (TO3) who are responsible for the third corner respond to the crash but wait until all of heat 1 (black bicycles) have passed before raising their yellow flags and going onto the track to protect the scene of the crash as heat 2 (red bicycles) passes. Meanwhile, medical team 2 (M2) waits outside the boundary of the track for heat 2 (red bicycles) to completely pass before responding to the crash. The PCP (second corner) monitors the situation and the start Commissaire (SC) holds the next start until the track is clear. The remaining Commissaires and officials continue to observe the race (heat 2) for infractions of the regulations and crashes.

**CONDUCT OF THE RIDERS ON THE TRACK**

In addition to managing crashes, the main role of the Commissaires is to watch the riders while they are racing on the track and to penalise any infractions of the regulations. The following regulations concern the conduct of riders on the track:

**ARTICLES 6.1.045 - 6.1.049****6.1.045**

All riders must observe the UCI Regulations and follow all instructions given to them by any commissaire or official at any time during the course of the event. Every rider must at all times observe such conduct as reflects the ideals of good sportsmanship and avoid any conduct which may bring himself or the sport of BMX into disrepute. The use of obscene or foul language is forbidden. Riders using such language will be penalized in a manner to be determined by the commissaires panel.

**6.1.049**

If a rider falls or is forced to stop due to a bicycle malfunction during a heat or run, his first responsibility shall be to remove himself and his bicycle from the track in order to give the least obstruction to other riders and to prevent unnecessary delays. If a rider cannot or does not get up after a fall, he may be moved only by first aid attendants or with the permission of a licensed physician. After a fall or bicycle malfunction, in order to be scored, the riders concerned must complete the full distance of the track as defined for their category without assistance, and in accordance with article 6.1.055 "Track Re-entrance", if applicable to the situation. In doing so, they must not unnecessarily delay the continuation of the event if they are capable of continuing. Otherwise, they may be scored as Did Not Finish (DNF).

Also, **ARTICLES 6.1.051 - 6.1.059** on infringements apply

**6.1.051**

The infringements described in this chapter will be penalized by the commissaires' panel, according to article 6.1.063 and the articles following it.

**6.1.052**

If necessary, the commissaires will determine whether an infringement was caused deliberately or not. An infringement is considered to be caused deliberately, in the event that it could have been avoided.

**6.1.053**

Interference is often a complex offence, given that BMX is a contact sport. The commissaires will determine whether it was deliberate or not. If an infraction or interference can be avoided, and is caused, the commissaires may determine it as being deliberate.

**6.1.054**

Any rider must not force another rider off the track deliberately.

**6.1.055**

Any rider who leaves the track during a heat or run must, regardless of the circumstances, re-enter the track at the nearest safe point. He shall not interfere with the progress of any other rider or cut the track in order to gain an advantage.

**6.1.056**

A rider shall not cause any part of his person or bicycle to come into contact with another rider's person or bicycle during a heat with the intention of impeding that rider's progress so as to overtake him or cause him to be overtaken by another rider.

**6.1.057**

The lead rider shall have the right to choose his line on the track and through the corners. When on the final straight, however, the lead rider shall not deliberately obstruct another rider from passing.

**6.1.058**

Team riding or helping other competitors to gain a higher finishing position is prohibited.

**6.1.059**

No person shall interfere with a heat or run, whether on behalf of a team or a rider, nor for any other reason

Based upon these rules, it may seem as if there are many things that riders can do which will cause them to be penalised. However, this is not necessarily the case. These rules can be reduced to a few key principles that the Commissaires use to decide whether a particular action is acceptable or not.



**Principle 1: It usually matters whether an action is deliberate or not.**

A penalty would not normally be given for an action that the Commissaires decide could not have been avoided. As per **ARTICLE 6.1.053**, an action may be judged deliberate if it could have been avoided but happens regardless.

**Principle 2: BMX is a contact sport.**

Even on the widest tracks, riders race very close together, especially in the corners. Contact between riders is not in and of itself a problem. Contact between riders and/or their bicycles only becomes a problem when it is done deliberately to disadvantage one or more other riders.

**Principle 3: Context is important.**

In order to understand whether an action is deliberate or not, or whether contact between riders is illegal or not, the full context of the situation must be assessed. For example, a rider crashes into another in the second corner but it is noticed that the rider causing the crash lost control of his bicycle when entering the corner. It is true that there was contact causing another rider to crash, but it could not have been avoided. In such a case, no penalty would be given as the action was judged as not being deliberate.



**Principle 4: The leading rider is entitled to choose his path.**

As per **ARTICLE 6.1.057**, the leading rider has the right to choose his path around the track and through the corners. If several riders are riding one behind the other, this right extends in order from the first rider in the group to the last. Therefore, if the leading rider in a group moves up track in one of the corners, then in practice, so too must the other riders behind him if their wheels overlap. This is normal racing. It is always possible that a rider might run out of space and leave the track, having been caused to move up track to avoid a crash. This is most likely not an infraction of the rules. That rider could also have slowed or changed course to avoid this, or found another path through the corner before entering it.



#### Principle 5: It is the rider's responsibility to stay in bounds.

As per **ARTICLE 6.1.055**, riders must not cut the track to gain advantage. In practice, this refers to 3 possibilities: 1) cutting across the boundary line on the inside of a corner, 2) taking all or part of the wrong side of any split straight or 3) going off the track and not rejoining at the nearest safe point, thus avoiding some obstacles. In the case of 2), this would be a Junior or Elite male rider taking all or part of the challenge category side of a split straight (missing some or all of the pro section) or likewise, a challenge category rider riding on some or all of a pro section. Riders must ride on the sections of track that have been announced for their categories and none other. From the point of view of whether or not an advantage is gained by "cutting the track" (cases '1' and '3'), it is deemed to be an advantage if the rider gains one or more positions or maintains their current position in the race. If the rider loses one or more positions, then usually no advantage is considered to have been gained.

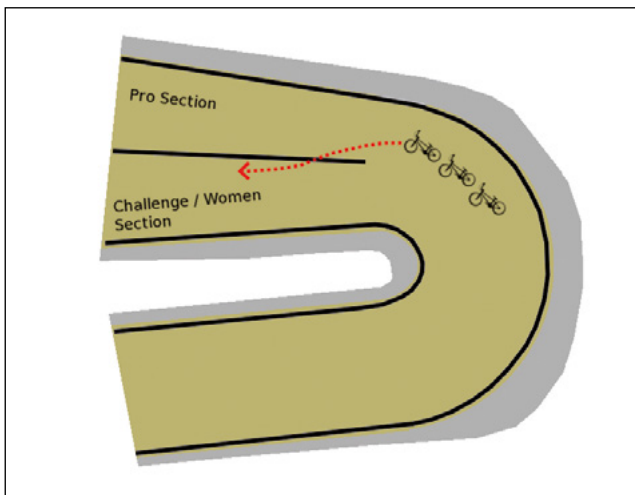


#### Principle 6: Benefit of the doubt.

As per **ARTICLES 1.2.132 and 6.1.060**, no appeal is allowed over the decisions of the Commissaires' Panel concerning race incidents. As there is no right of appeal for any decision the Commissaires make concerning the actions of riders on the track, the Commissaires must be certain before applying a penalty. If there is significant doubt about what happened, then it is better to not apply the penalty.

The following examples may help when considering whether or not a violation of the conduct rules has occurred.

#### Example 1: Going out of bounds.



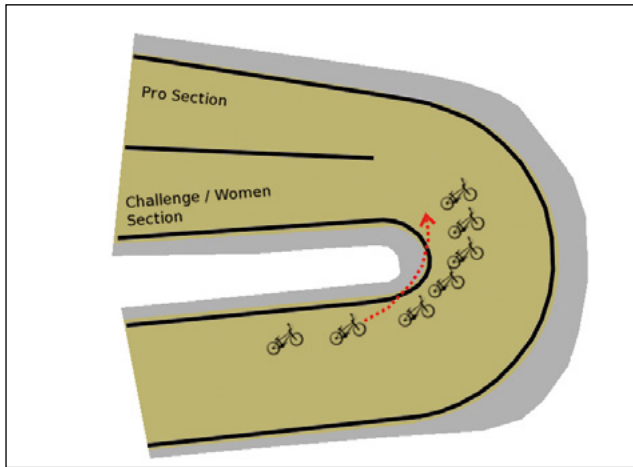
In this diagram, a challenge category race is exiting the first corner and going in to the second straight. However, the leading rider in the heat is carrying too much speed and uses the lip of the first jump in the pro section to jump over into the challenge side of the straight, crossing the boundary line separating the two sides of the straight while doing so.

In this case, the leading rider would be deemed to have cut the track and in doing so, gained an advantage.

Why? Because he rode deliberately on a part of the pro section and maintained his position.

This would be considered deliberate as it could have been avoided; he could have slowed down enough to ride completely on the correct side of the track for his category. Furthermore, he was not pushed into the pro section by another rider.

### Example 2: Going out of bounds



In this example, the second-to-last rider to enter the first corner cuts across the inside boundary line and holds his position over the last-placed rider.

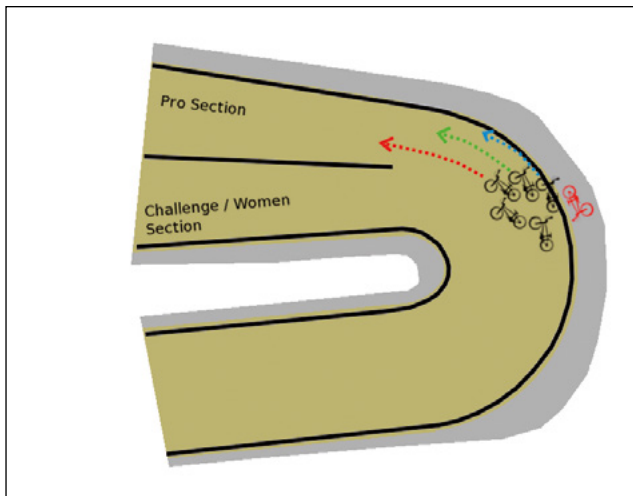
In this case, the second-to-last rider would be deemed to have cut the track and in doing so, gained an advantage. This is because he short cut the corner and held his position. The decision would be the same if he had gained one or more positions. Had he later lost a position, going into last place, it would be judged as not having gained an advantage.

Extending the example further, had the last-placed rider cut inside the corner but stayed in last place, it would also be judged as having not gained an advantage.

#### NOTE

When considering boundary line violations, it is acceptable to ride on the line. It is only when the rider crosses the line that an infraction has occurred. It is then up to the Commissaires to decide whether an advantage has been gained or not and whether the action was deliberate or not.

### Example 3: Interference

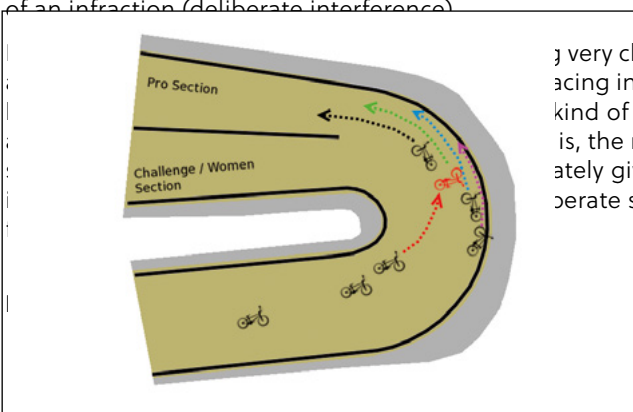


In this example, the leading rider (red line) chose to ride high in the corner. In doing so, he caused the second-placed rider (green line) and third-placed rider (blue line) to also ride high. This is perfectly legal, as the leading rider may choose his line.

Unfortunately, the fourth rider in this line of riders going through the corner ran out of space, exited the track at the top of the corner and crashed (red up-side down bicycle).

If this incident unfolded as described above, then most likely no infraction has occurred; the crashed rider could almost certainly have chosen to slow down to avoid the crash.

Where an incident like this could turn into an infraction, is if the third and fourth-placed riders were struggling for position, and in doing so, the third-placed rider made secondary contact with the rider who crashed, perhaps deliberately giving him an elbow, causing him to crash and exit the track. In that case, the third-placed rider would be guilty of an infraction (deliberate interference).



very close together, side by side. They are often riding so close that racing in some of these situations, that one rider may be significantly kind of contact is acceptable. In these situations, the Commissaires is, the riders make initial contact and then ride together like this for ately gives a flick of the elbow, or a shoulder check, moving sharply erate secondary contact that normally constitutes deliberate inter-

In this example, a group of four riders is riding high on the track, each following one behind the other in prepa-

ration to enter the pro section. Entering the corner on the low side are three more riders one behind the other. The leading rider of this second group of three goes sharply up track into the corner, colliding with the second-placed rider in the first group, causing both to crash.

Whether or not a decision of deliberate interference is made in this example depends upon the Commissaires' understanding of what happened before the riders concerned entered the corner.

If the rider that caused the crash visibly lost control of his bicycle as he was entering the corner, then the interference would most likely be judged as not deliberate and no penalty would be issued.

On the other hand, if the Commissaires decided that the rider at fault could have avoided this action, then a call of deliberate interference would probably be made. It all depends upon having a complete understanding of the situation and watching the body language of the riders involved. This is why it is crucial to watch as much of every race as possible, so that the full context of each situation is known.

## THE PROCESS OF MONITORING RACES

Working as a Commissaire on the track is a specialised activity that takes practice to develop the necessary skills. There is an overall process involved in doing so, with several component skills. These skills are described below.

### ABILITY TO SCAN THE TRACK TO MAINTAIN SITUATIONAL AWARENESS

In other words, the ability to rapidly shift focus from one section of track to another according to a system of priorities. This is a crucial skill for Commissaires to develop, as they must watch each heat as it passes through their section, while also remaining aware of what else is happening (e.g. situation at the finish line, the start of the next heat and the movements of officials, press and medics around the infield).

The priorities (from highest to lowest) by which officials need to scan the track are as follows:

- 1) The race presently in the section of track for which they are specifically responsible.
  - The best approach is to look for groups of riders that may come together, especially as they approach the corners. One or two riders riding alone are rarely the source of problems so it is necessary to compartmentalise what is happening within the race. You can't watch everything at the same time. When watching a race, look for the positions and groupings of riders where problems are more likely to happen, especially as the race approaches your corner, and focus on these.
- 2) The start of the next heat.
- 3) The progress of the heat that is finishing.
- 4) Awareness of the movements of people in the track infield.

The Commissaires repeatedly scan the track to focus briefly on key sections of the various heats that are racing or about to race, then shift attention to the next priority.

**ABILITY TO MAKE RAPID DECISIONS**

Judging the conduct of riders in a BMX race is a very immediate activity. You either see enough of an incident to understand what happened, or you don't. A key skill to develop is recognising patterns of behaviour and body language that can indicate an infraction of the rules. This can be an extension of the scanning skill mentioned above, where you are deliberately paying attention to sections of each moto where an incident is more likely.

Part of this skill is in quickly identifying the offender by their number plate (or if the plate cannot be seen, tracking the rider's progress until it can).

The radio is also an important tool; it allows the Commissaires to quickly discuss between themselves whether a particular incident will result in a penalty or not.

**ABILITY TO RECORD AND ANNOUNCE DECISIONS**

When something happens on the track (a crash, interference, etc.) it is necessary to quickly record it on your moto sheets and announce it briefly and clearly over the radio.

**ABILITY TO MAINTAIN FOCUS**

BMX events are usually very loud, with significant noise from the spectators. With practice, this noise can be ignored. If a crash occurs, beyond hopefully seeing what caused the crash (and whether it was an infraction or not), it is important to be able to ignore the crash momentarily to turn attention to the riders who weren't involved and who are still racing. The crash is important, but watching the race is more important, especially if the crash was not in your area of the track.

This can be difficult to do, as it is natural to focus on the crash instead of the race. The official who must focus most on the crash is the one who is closest to it.

Within any race, whether riders have crashed or are still riding, the highest priority riders to focus on are always those closest to the finish line.

All of these skills can be developed with practice.

It is also important to realise that even the best officials will not see everything that happens on the track, nor will they always agree on whether a penalty is needed or not. It is the process that is used to make these decisions that is important.

A question that is often asked of Commissaires concerning incidents on the track is: *"Why didn't you see it?"*

The answer is simple: the person asking the question was probably watching only one or two riders in that heat – of course they are going to see any incident involving one of their riders, or because an incident involved one of their riders, they may have a biased point of view about what happened and why. However, the Commissaires don't have that luxury; they must try to monitor everybody. From time to time, this simply means that they will miss something.



Also, the point of view of the Commissaires is different to that of the spectators, who are off to the side. The Commissaires are closest to the racing on the track and are almost always best positioned to decide on any given incident. For this reason, video replay from any unofficial sources is not accepted as an argument concerning a decision that the Commissaires made (or did not make). A wise commissaires' panel may use official video (such as from the TV production) to confirm the identity of a rider or watch an incident again to inform their opinion about an incident that they directly witnessed, but a complaint from a team about something the commissaires did or did not penalise based upon what was seen in a video should not be accepted.

The Commissaires make the decisions, as they are least subject to any form of bias and are not influenced by personal relationships with riders or by the angle from which an incident was viewed.

## DECISIONS AND PENALTIES CONCERNING RACE INCIDENTS

The situations encountered by Commissaires in BMX events can be complex. However, Commissaires must always be ready to make a decision.

Whether they realise it or not, Commissaires are always making decisions. A few of those decisions result in penalties. For every action of the riders on the track, the Commissaires are constantly deciding whether it was acceptable or not. Decision-making is an active process, not a passive one.

When making a decision, there are a limited number of options about what (if anything) should be done. The possible outcomes or actions of a decision concerning a race incident are described below. These will be discussed in more detail in [Chapter 4.5](#) on race incidents and the application of penalties.

### NO ACTION IS TAKEN

When something happens on the track, if the Commissaires decide that it was either within the boundaries of the regulations, was not deliberate or no advantage was gained, then no action is taken. This is known in some sports as a "no-call". The outcome of many decisions in BMX is a no-call. It is by far the most frequently taken decision.

*Some examples:*

- A rider is forced off the track (over the edge of a corner) and gets back on the track at the nearest safe point and gains no advantage.
- A rider crosses the inside boundary line in a corner, but loses one or more positions.
- A rider crashes, then gets up and continues, having not been helped to stand up.

All of these result in no action being taken by the Commissaires.



### A RIDER IS SCORED AS "DID NOT FINISH" (DNF) (ARTICLE 6.1.034)

This is not a penalty. Riders are scored as DNF when they do not complete the full track and no advantage is gained, or when they signal their intention to quit racing either deliberately or by receiving outside assistance, or by removing their helmet (or having it removed by the medics).

*Examples include:*

- A rider crashes, then after a short time gets up and cuts across the infield to the finish line, not completing the track.
- A rider crashes and is helped to stand up by the medics (whether the helmet is removed or not).
- A rider, through no fault of his own, rides all or part of the wrong side of a split straight (either challenge side for Elite and Junior men or the pro section for the other categories), whether gaining an advantage or not.

The impact of DNF is that the rider receives the same number of moto points as the number of riders who started the race. For example, if 7 riders started a moto, then all riders scored as DNF will receive 7 points for the race (equivalent to last place), even if there are multiple DNFs.



### A RIDER IS RELEGATED (REL) (ARTICLE 6.1.034)

REL is used only as a penalty. Riders are scored as REL when they commit an action that is determined as being deliberate and in which they gain an advantage (or disadvantage one or more other riders), or when they violate one or more of the conduct rules.

*Some examples:*

- Deliberately forcing one or more other riders off the track.
- Deliberately causing a crash.
- Taking a short cut on the track and either holding their position or gaining one or more positions.
- Riders who deliberately obstruct another rider from passing in the final straight.
- Riders who deliberately take the wrong side of a split straight.

The impact of relegation (REL) is that the rider receives the same number of moto points as the number of riders who started the race plus 2. For example, if 7 riders started a moto, then all riders scored as REL will receive 9 points for the race (equivalent to last place + 2 points), even if there are multiple RELs.



#### A RIDER IS GIVEN AN OFFICIAL WARNING (ARTICLE 6.1.064)

Official warnings are normally reserved for behavioural issues. For example, if a rider drops his bicycle and kicks it in disgust after competing, or if an infraction on the track also includes a minor incident of violence (e.g. pushing another rider), then a warning might also be given in addition to relegation.

Warnings can also be used when riders do not follow the instructions of the Commissaires. For example, if a rider ignores the finish line Commissaire and rolls back across the finish line onto the track, after having finished, or ignores the instruction to wait for the PCP to deliver a penalty. Warnings are also usually appropriate for riders who use foul language.

An official warning is serious; receiving a second warning during the event results in automatic disqualification.



#### A RIDER IS DISQUALIFIED (ARTICLE 6.1.066)

Disqualification is the most serious penalty that can be given by the Commissaires. It means that the rider is eliminated from participating in the remainder of the event.

Disqualification is usually reserved for riders who commit significant acts of violence or who behave in an unacceptable way.

*Examples can include:*

- Fighting, kicking or behaving disrespectfully towards others.
- Throwing or kicking helmets or bicycles or throwing anything into the crowd.

When deciding between a warning and disqualification, the severity of the offence is usually the deciding factor.

Disqualification means that the rider in question will be eliminated from the event and will not receive either ranking points or prizes.



#### A RIDER IS REMOVED FROM THE VENUE (ARTICLE 6.1.067)

The Commissaires' Panel has the right to have any licence holder or spectator who behaves in a grossly unacceptable manner removed from the race venue. In the case of a rider, this would be behaviour that goes beyond that which results in disqualification (of course, in a case where the rider is removed from the venue, they would also be disqualified).



#### A HEAT IS RESTARTED (ARTICLE 6.1.048)

In any case where the PCP decides that "the running of the race has been adversely affected by interference in the start procedure, interference on the part of a spectator, animal or other outside agency."

*Examples of situations that could require a restart include:*

- A hose is left lying partly on the track and one of the riders has to swerve to avoid it.
- A camera operator bumps one of the riders on the starting gate after the dropping of the gate can no longer be stopped.
- A piece of garbage blows onto the track causing one of the riders to crash.

When deciding whether or not a race should be restarted, the question to ask is whether the so-called "outside interference" actually affected the race. If it did, then a restart is needed. If not, then no restart is required. This decision is ultimately left to the PCP; his or her verdict in such matters is final.

### CONFIRMING, RECORDING AND COMMUNICATING DECISIONS

When a decision concerning a race incident is considered, it is usually the Commissaire or track official closest to the incident who makes the initial assessment of the situation. For example, for a situation in the third corner, the assistant Commissaire would make the assessment.

If the Commissaire is 100% sure of what happened and decides a penalty is needed, he or she will announce the penalty via the radio. For example: *"Heat 97, rider 129 is relegated for short cutting the track in the third corner"*.

If the Commissaire is not completely sure, he or she will seek another opinion, possibly from the closest track official, if one is assigned, or the Commissaire with the next best view of the situation. If they agree on what happened, then the decision is made. If they disagree, then normally no call is made.

If a decision resulting in a penalty is made and announced, then the PCP will respond on the radio. Using the same example, the PCP would say something like: *"Confirmed – rider 129 relegated in heat 97"*. This confirmation ensures that the information is correctly understood. Ideally, the secretary (or timing company) will then also confirm the decision over the radio.

Whenever a decision is made, be it DNF, a warning, REL or DSQ, it must always be communicated to the secretary (so that it can be noted on the race results). For penalties such as warnings, REL and DSQ, the rider should also be notified if possible. The PCP would instruct the finish line Commissaire to hold the rider in question and either deliver the decision or the PCP would come to the finish line (leaving the APCP to continue running the race) in order to deliver it personally. Alternatively, the secretary may be asked to notify the team manager.



The official who made the decision should note it on their copy of the moto sheets for further reference.

A specific responsibility of the APCP is to listen for and record all decisions that have been made on the track by the Commissaires' Panel – DNF, warnings, REL and DSQ. There should be a master record of all decisions that can be given the PCP after the race.

While the PCP and secretary should also try to note all decisions, the PCP is not always available on the track to participate in the decision-making process. As a result, this specific task is delegated to the APCP since the track is his or her main focus.

### DEALING WITH BAD WEATHER AND DELAYS

As in practice sessions, it may be necessary to delay the start of the competition or stop it when in progress. The reason for this is usually bad weather.



The process for deciding when to delay or stop a race in progress is the same as for practice. When the weather conditions cause the track to become dangerous, the race should stop.

The process used to decide when the race should be restarted is the same as that used when practice is interrupted by bad weather.

One point that is very important is to try to avoid stopping the race in the middle of a category. Always try to stop the race between categories. If it becomes necessary to cancel the entire event, then at least it will be possible to declare results for the race, depending upon how much of it was completed (this situation is discussed in more detail in a later chapter).

## TRACK MAINTENANCE DURING THE RACE

Ongoing maintenance of the track is often necessary during the race. This maintenance is usually limited to watering the track to keep it from getting too dusty and sweeping any debris out of the corners.



The Commissaires and track officials should remain aware of the condition of the track surface in their areas of responsibility. Should maintenance be needed, they contact the track manager via radio and arrange for the problem to be taken care of during the next break.

It is usually possible to take a quick break between categories or rounds of racing to water or sweep the relevant sections of the track.



### LEARNING OUTCOMES

#### ELITE NATIONAL AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Explain the role of the Commissaires on the track.
- Describe the positions of the Commissaires and track officials during races.
- Explain the process used to manage championship category races.
- Explain the process used to manage challenge category races.
- Explain the regulations governing the conduct of riders in BMX races.
- Describe the crash management procedure for championship category races.
- Describe the crash management procedure for challenge category races.
- Explain the process used to decide whether a penalty is issued or not.
- Describe the decisions that can be made for various types of race incident.
- Explain how penalties are confirmed and communicated.
- Describe the process used to deal with bad weather during racing.
- Describe the process used to deal with track maintenance issues during racing.



### WHAT TO DO

- Remain calm at all times.
- Remain vigilant of your surroundings and what is happening both on and off the track, including staging and around the finish line areas.
- Brief officials on:
  - Radio use,
  - Calls and non-calls,
  - The decision-making process.
- Provide notebooks for all track officials and make notes of incidents for later reference, etc.



### WHAT NOT TO DO

- Do not expect other officials – especially national Commissaires – to know what to do.
- Do not panic in the case of an accident. Running to the scene of an accident could end up with you being injured, thus placing further stress on the medics and other race officials.

#### 4.3.3.4. Managing the finish



For BMX events, the finish area must be properly organised in order to operate correctly and efficiently. For large challenge category races, this is very important, as the finish line must be able to handle the accurate scoring of a race as often as every 30 seconds.

#### THE FINISH



As per **ARTICLE 6.1.037** of the UCI Regulations, a rider has finished at the moment when the tyre of the front wheel touches the vertical plane rising from the starting edge of the finish line.



**ARTICLE 1.2.109** also clearly states that both the rider and his or her bicycle must cross the finish line together in order to be scored.

It is the responsibility of the timing company and finish line Commissaires (if used) to accurately record the finish order of every race according to these articles.

#### SCORING SYSTEMS

**ARTICLE 6.1.039** of the UCI Regulations defines the different types of scoring systems that may be used at the finish line in BMX events.



One or more of the following scoring systems may be used for BMX competitions.

- Photo finish. Photo finish is defined as equipment able to take photographs at a minimum rate of 1000 frames per second.
- Timing transponders. When used, the rider is solely responsible for the correct attachment of the transponder during the event. There shall be a timing operator who is responsible for recording the finish line position of every rider as he crosses the finish line in every heat or run. Timing transponders may only be used together with either Photo finish or a video camera. In case a rider's transponder falls off or malfunctions during a heat, the Photo finish or video camera record shall be used to confirm the result (in the order of priority defined in article 6.1.039bis). If transponders are used, any rider who starts a heat without a transponder shall be scored as "Did Not Finish" (DNF). Transponder systems are often used to automate scorekeeping during racing, particularly the TV graphics for events that feature a TV production. Without prejudice to the order of priority of the scoring systems found in this article, if the transponder results of two or more riders are within the published error range of the transponder system used or 0.01 seconds, whichever is greater (or if the error range of the transponder system is not known), then the timing operator shall verify, and if necessary, correct that result using Photo finish, if a Photo finish system is also being used. This action on the part of the timing operator shall not provide grounds for a protest. In case of any dispute, the president of the commissaires panel or the commissaire designated by him shall decide; such a decision is final. [...]



[...]

- Light beams (photo cells).
- Scoring with a finish line video camera equipment. Video camera equipment shall be so installed as to be directly aligned with the finish line at ground level or directly above. The video camera shall have an unobstructed view of the finish line on the track surface. The back field view of the video camera shall be clear so as to not complicate the clarity of reproduction nor confuse the vision at the play back facility. In addition, there shall be a further video camera at the "front on" position to facilitate rider number identification. In each preceding case described, slow motion reverse and advance capabilities are required of the equipment. As well the equipment shall be capable of colour reproduction.
- Finish line commissaires. There shall be a minimum of 5 qualified finish line commissaires, who shall be responsible for recording the finish positions of every rider as he crosses the finish line in each heat. The official finish positions of each heat shall be determined by a simple majority of the finish line commissaires. The official finish results shall be transmitted to the secretary of the commissaires panel for notation on the moto sheets.

It is not necessary to use all of these scoring systems at every race. **ARTICLE 6.1.039bis** of the UCI Regulations also describes the combinations of scoring systems that can be used.



In the event that several scoring systems as described above are utilized during the event, they must apply according to the following order of priority:

**A. For BMX Time Trial**

- Photo finish or light beams (photo cells)
- Timing transponders, as laid down above

**B. For BMX Race (Motos, Qualifiers and Finals)**

- Photo finish or light beams (photo cells)
- Timing transponders, as laid down above
- Video Camera
- Finish line commissaires

**C. For gate selection**

- Transponders, as laid down in the article above
- Photo finish or light beams (photo cells)

The use of video camera equipment is mandatory at all international BMX Events. In the event that a specific scoring system is required by the UCI regulations, such finish scoring system must be in place and other systems with a lower priority are not necessary.

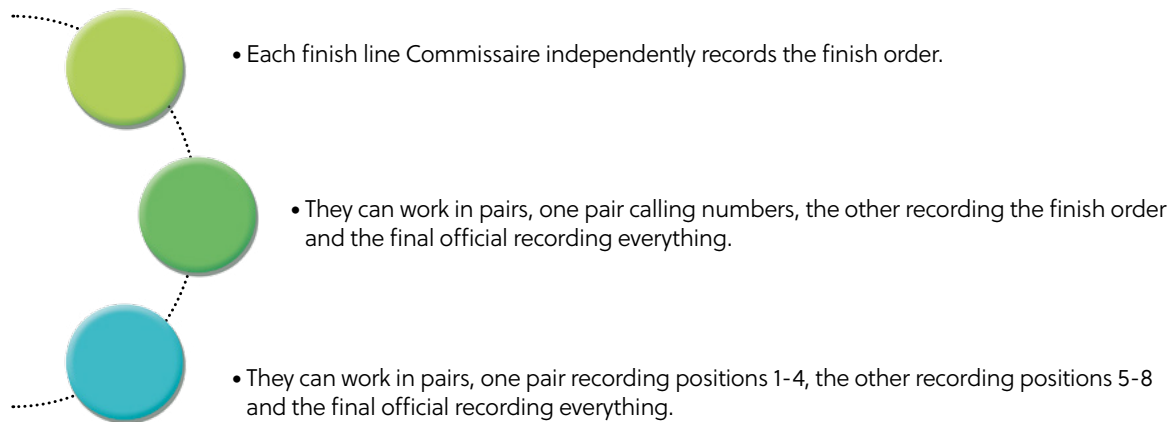


At present, the only scoring system that is mandatory is video camera equipment as defined by **ARTICLE 6.1.039bis**.

In practice, a combination of several of these types of scoring systems improves the reliability of results – for example, transponders, video camera and photo finish all used together.

For many BMX events, the main scoring method is the use of finish line Commissaires. For events where finish line Commissaires are used, the regulations do not specify how the Commissaires should work, only that there should be a minimum of five of them, and that the finish order of each race is determined by a simple majority.

In practice, the five finish line Commissaires can score the race in any of the following ways:



Whatever method is used, the most important thing is that the Commissaires are comfortable with it. The method must be applied consistently throughout the event in case the results have to be re-examined due to a protest.

Perhaps more important than the exact working method is the positioning of the Commissaires who are scoring the finish. They must be located next to the finish line so that they can accurately call the outcome of any close sprint. Because it is difficult to both watch the line and write at the same time, a good technique is to watch for groups of riders as they advance down the final straight, writing down their numbers in what is expected will be the finish order. If the finish order then happens to change at the line (that is, a rider sprints and passes another, changing the expected outcome), then the order, already written down, can be easily crossed out and amended to reflect the actual finishing positions of the riders concerned.

What should always be ensured is that the Commissaires do not back away from the line. It is impossible to accurately call close sprints for the finish if the Commissaires are not standing next to the finish line.

### OBSTRUCTION IN THE FINAL STRAIGHT



It is also important for the finish line Commissaires (and also the Commissaire on the third corner) to watch for interference in the final straight. **ARTICLE 6.1.057** of the UCI Regulations specifies that, when in the final straight, no leading rider may deliberately prevent another rider from passing.



This can be a difficult situation to interpret. What it means is that in a group of riders sprinting for the finish line, a leading rider can't move into the path of a rider who is attempting to overtake him or her. This doesn't mean that a rider is not allowed to move from side to side – they are. However, in doing so, they must not obstruct another rider's attempt to pass. To judge this correctly, it must be clear that the trailing rider is attempting to pass and the leading rider makes some move to prevent it. As with other calls made concerning the actions of riders on the track, riders should be given the benefit of the doubt – refrain from issuing a penalty if you are not sure.

Also, even though not specified in the regulations, the last straight is normally considered to have started once the bend of the final corner straightens.

#### 4.3.3.5. Scoring of races, transfers and race results

After each individual heat is scored, the finish order record from each finish Commissaire is collected, labelled with the heat number and given to the secretary (or an assistant of the secretary, sometimes known as the "scorer"), who compiles the results so that the finish order can be entered into the computer programme.

The results are posted within 10 minutes of the race in question so that riders or their team managers can protest if they believe the results are incorrect.

In order to assist the secretary in this task, the start Commissaire should transmit the numbers of any riders who do not start (DNS) over the radio. Likewise, the PCP (or alternatively APCP) must, as soon as possible, notify the timing operators and secretary of any decisions from the track via the radio (DNF, REL and DSQ riders plus any riders who receive official warnings).

Once the event has begun, a key role of the secretary is to ensure that the race results are entered into the computer and that IRMs (Invalid Results Marks, such as DNF, REL and DNS) and penalties (REL, Official Warning, DSQ) are accurately included in the results.

After the results of all the heats in each stage of competition have been entered and posted, the secretary then creates the start lists (moto sheets) for the next round of competition. Scoring is the process that tabulates the results of each heat and determines who will advance (or "transfer") to the next stage of the competition.

**ARTICLES 6.1.033 - 6.1.035** of the UCI Regulations defines how races are scored:



##### 6.1.033

In the Motos, for each heat in which he competes, a rider shall receive a point score equal to his finish position in the heat, with the rider in first place earning one point and so on down to the eighth-place rider, who will receive eight points. During the motos, riders scored with an IRM will receive a score for that heat in accordance with article 6.1.034. The riders with the lowest total points earned in the Motos transfer to the next Phase of the BMX Race in accordance with the rules set forth in Annex 1. In the Qualifiers, the top four riders will transfer to the next Stage of the Qualifiers. In the 1/2 Finals, the top four riders will transfer to the Final.

##### Scrambled Seeding

In case Scrambled Seeding is used for the Motos, transfers following the Motos are done on an aggregate basis for each complete category. That is, following the Motos, a classification for all riders in each category based upon the total scores following the Motos (in accordance with the method described above) is made. The best ranked riders in this classification will transfer to the next Phase of the event. The number of riders who transfer to the next Phase depends upon the number of riders entered and confirmed following riders confirmation, as described in Annex 1. For example, as per Annex 1, a category with 39 riders entered and confirmed following riders confirmation would have 5 heats in each Round of the Motos. Following the Motos, 4 heats of 1/4 Finals would be held, each of which would have 5 riders.

Therefore, the best ranked 20 riders (4 quarter finals x 5 riders each) following the Motos will transfer to the Qualifiers. The riders who transfer to the Qualifiers would then be seeded into the first round of the Qualifiers according to the method in 6.1.027bis, in order of their classification following the Motos. Ties in transferring positions are resolved in accordance with the method described in article 6.1.036.

For avoidance of doubt, in the specific case of a category that has 9 riders and confirmed following riders' confirmation, the 7 riders with the lowest total points earned in the Motos shall transfer to the Final.

##### 6.1.035

Within the results for each heat, riders scored with IRMs are classified after all riders who finished the heat. Taking this into account, riders scored with IRMs are classified in the following order:

- Riders scored as DNF.
- Riders scored as REL.
- Riders scored as DNS.

In case of multiple riders scored as DNF, REL or DNS in a heat, the tiebreaker (within each type of IRM) will be done in accordance with the tie-breaking method described in **ARTICLE 6.1.041 ter**.



### Example: Race scoring and transfers.

Consider a category with 9 riders. As per the UCI Regulations, such a category would be run with 2 heats: the first with 5 riders and the second with 4 riders. Following the 3 rounds of motos, the best 4 riders from the heat of 5 and the best 3 riders from the heat of 4 would "transfer" to a 7-rider final.

Suppose that the following table lists the results from the 3 rounds of motos. Who would transfer to the final (assuming that scrambled seeding is NOT used) ?

#### Heat 1:

Rider #	Round 1	Round 2	Round 3	Total Points
A	1	REL	2	10
B	DNS	1	3	11
C	2	2	1	5
D	3	4	DNF	12
E	DNF	3	DNF	12

#### Heat 2:

Rider #	Round 1	Round 2	Round 3	Total Points
F	2	2	REL	10
G	1	3	DNF	8
H	4	1	2	7
I	3	4	1	8

As per the UCI Regulations, a DNF in Heat 1 (except for round 1, where rider B didn't start) is worth 5 points (5 riders started, except for round 1 where 4 started), a DNS is worth 7 points (5 riders on the start list + 2 points) and an REL in Moto 2 is worth 7 points (5 riders started + 2 points).

The 4 riders who would transfer from Heat 1 are: C (5 points), A (10 points), B (11 points) and E (12 points).

But why E instead of D? They both have 12 points. The answer is to look at the scores earned in the last round; but they both have DNF. In this case the scores from the second round break the tie.

In Heat 2, a DNF is worth 4 points (4 riders started in all rounds) and a REL is worth 6 points (4 starters + 2 points).

So the 3 riders who would transfer from Heat 2 are: H (7 points), G (8 points) and I (8 points).

### PROCEDURE FOR AN INVALID FINAL

**ARTICLE 6.1.038** of the UCI Regulations defines the process used by the Commissaires to deal with a situation such that one or more major crashes happen in a final and fewer than two riders cross the finish line. While this is a rare situation, it can happen.

The article states:



In a Final, at least two riders (who have not been scored with an IRM during the final) need to cross the finish line; otherwise the result of the Final is not valid.

In case a Final is declared not valid, a restart of at minimum three riders shall be done within 15 minutes of the point in time when the president of the commissaires' panel declares the result of Final as not valid. In the case no restart is done, the times or results for the preceding Phase (and within that Phase, the preceding Round) will be declared the final result, with the Final Classification of the event determined as specified in article 6.1.041.

**ARTICLE 6.1.038bis** also defines the procedure to apply if the event is cancelled before the final. In this case, the results of the previous phase are declared the final results. Any ties would then be broken by the tie-breaking procedure described in **ARTICLE 6.1.041**.

#### NOTE

**ARTICLE 6.1.036** refers to transferring and awarding positions within any particular heat **ARTICLE 6.1.017**.

#### RACE RESULTS

At the end of the event the final results of all the categories are drawn up. **ARTICLE 6.1.041** of the UCI Regulations specifies the process used to do this:



The Final Classification of the BMX event for each category (or combined category) is determined by:

- The Phase reached (Final, Qualifiers, or Motos)
- If the Phase reached is the Final or the Qualifiers, the rank from the last completed Round within that Phase.
- If the Phase reached is the Motos, the total points from this Phase. In case the Motos are not completed, then the total points from all Rounds of the Motos that were completed.
- The time in the last heat completed, in case of ties the time from the previous heat is considered.

When the tie cannot be broken by time, then the tie-breaker in article 6.1.041ter shall apply.

As an example, consider a Men Elite category with 33 riders. The composition of the heats and transfer rules for a category with 33 riders are:

- 5 heats with either 7 or 6 riders in the motos.
- The best 4 riders from each heat transfer to 4 quarter-finals, each with 5 riders.
- The best 4 riders in each quarter-final transfer to 2 semi-finals, each with 8 riders.
- The best 4 riders from each semi-final transfer to a single final with 8 riders.

The final results for this category would be decided as follows:

<b>Places 1-8</b>	<ul style="list-style-type: none"> <li>- All riders in the final.</li> <li>- In order of their finish.</li> <li>- DNF, REL and DNS are ranked in that order.</li> </ul>
<b>Places 9-16</b>	<ul style="list-style-type: none"> <li>- Riders in places 5-8 in the 2 semi-finals.</li> <li>- 9th and 10th place decided between the two 5th places from the semi-finals, tie broken by lap time.</li> <li>- Same procedure for 11th and 12th place (between the two 6th places from the semi-finals).</li> <li>- Same procedure for 13th and 14th place.</li> <li>- Same procedure for 15th and 16th place.</li> </ul>
<b>Places 17-20</b>	<ul style="list-style-type: none"> <li>- All riders in 5th place in the 4 quarter-finals; ties broken by lap time.</li> </ul>
<b>Places 21-33</b>	<ul style="list-style-type: none"> <li>- Ranked according to total points from the motos for those riders who didn't transfer to the quarter-finals.</li> <li>- Ties broken by lap time.</li> <li>- all further ties broken in accordance with <b>ARTICLE 6.1.041 ter</b></li> </ul>

## SPECIFICATIONS

**1. Impact of a disqualification.** If a rider is disqualified (in any stage of the competition), they are listed at the bottom of the results summary as DSQ.



As per **ARTICLE 12.1.022** ("Unless expressly stated in a clause, the place of the disqualified rider or trade team is taken by the next rider or trade team in the ranking, in order that all places are always occupied"), all of the remaining riders ranked below the stage in which the rider was disqualified would advance by one place. In the case of a disqualification in the final (for example), this means that the rider from the semi-finals who would ordinarily have been in 9th place would move up to 8th place and so on.

### 4.3.3.6. Protests

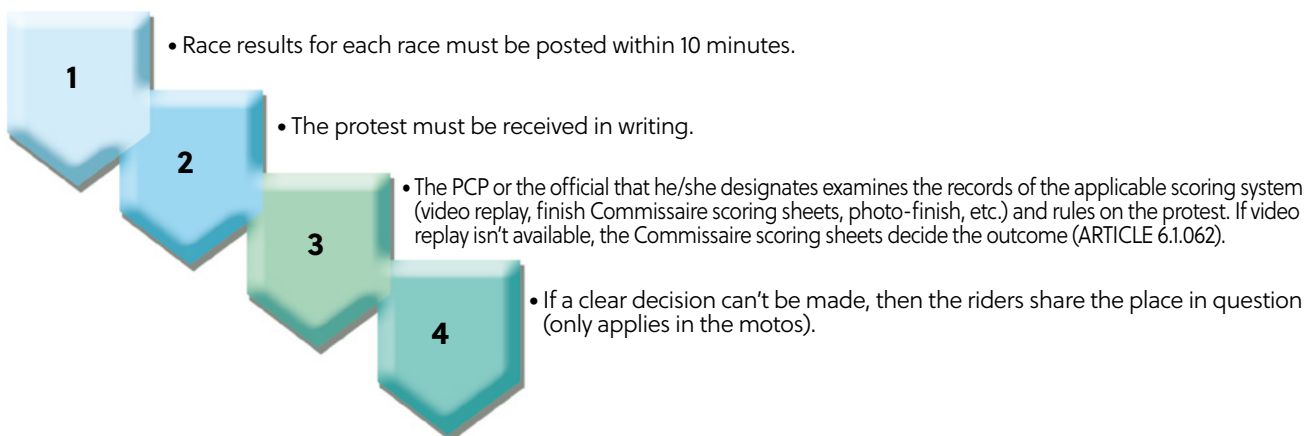


The UCI Regulations define a mechanism by which riders can protest; this procedure is found in **ARTICLES 6.1.060 - 6.1.062** of the UCI Regulations.

Protests can only be filed in writing. They are not accepted if they concern decisions made by the Commissaires' Panel during the competition. For example, a protest will not be accepted if it concerns relegation, disqualification, official warning, the restart of a moto or DNF.

Likewise, if the Commissaires decide that no penalty is applicable in a particular situation, this decision can also not be protested.

The most common form of protest in BMX events concerns the finishing position of a rider as posted in the race results. The key stages of this procedure are as follows:



Also important, is that the protest must be presented within 15 minutes of the posting of the results that have given rise to the protest. The commissaires will consider the protest and deliver a decision before the commencement of the next Round or Phase of racing for the category in which the rider is entered, whichever the case may be.

Finally, a protest over the finish order of a final must be received within 15 minutes of the results of the final being posted.



### LEARNING OUTCOMES

#### ELITE NATIONAL AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Explain the different scoring systems that can be used to establish the finish order of BMX races.
- Describe when the finish has occurred.
- Describe any mandatory scoring systems and the order of priority when multiple systems are used.
- Explain how races are scored.
- Explain how the final results are established.
- Describe the procedure used to resolve protests.
- Explain the types of situation for which protests are not accepted.
- Provide details of the points awarded for IRM results:
  - DNS
  - REL
  - DNF
  - DSQ
  - Position awarded for a DSQ



### WHAT TO DO

- Brief the secretary to ensure:
  - Software meets UCI specifications.
  - Software scores IRMs correctly.
  - Secretary is aware of rules and requirements.
  - Secretary has a radio and is able to use it.
  - Appropriate radio etiquette will be used.

## 4.4. SPECIFIC CHARACTERISTICS

### 4.4.1.

#### BMX TIME TRIALS

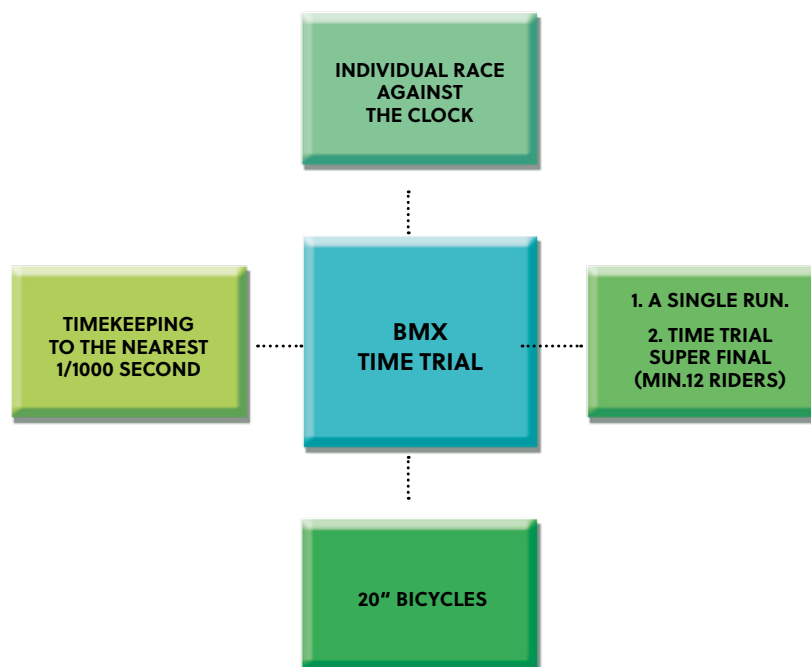


DIAGRAM. BMX Time Trial



Recognized as a distinct BMX specialty, the BMX Time Trial is an individual race against the clock. BMX Time Trials, if held, are done so for the sole purpose of seeding a BMX Race competition.

Riders complete a full lap of the track, referred to as a 'run'. This is undertaken one rider at a time though if the schedule is compressed, the next rider can be started before the last has finished, if there is a sufficient gap between them.

The riders are then ranked in order of their times, from fastest to slowest. Timekeeping is to the nearest 1/1000 second. BMX Time trials are only contested on 20" bicycles, and are normally only done for the championship categories.



As per **ARTICLE 6.1.016** of the UCI Regulations, a BMX Time Trial consists of two phases:

1. A first round, which is a single run contested by all riders.
2. The riders with the best times in the first round of the time trial then do a second round, called the "Time Trial Super Final", which is used to determine final result of the time trial competition for those riders who advance to the super final.

#### NOTE

The riders not advancing to the super final have their result for the time trial determined by their first (and only) run.

The number of riders who advance to the super final depends upon the number of entries in the category, as follows:

<b>24+ entries</b>	Top 16 advance to the super final
<b>16 – 23 entries</b>	Top 8 advance to the super final
<b>12 – 15 entries</b>	Top 6 advance to the super final

If fewer than 12 riders enter the category, a super final is not held, and the first run determines the entire result.

The results of the time trial competition are then used to seed the BMX race part of the event (instead of the UCI ranking, or at random).

Following the super final, a final ranking is produced:

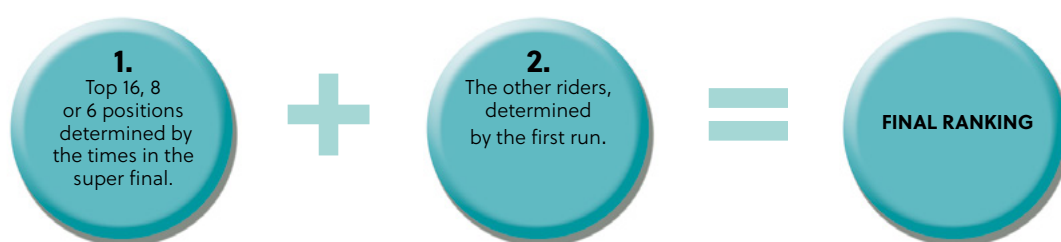


DIAGRAM. BMX Time Trial final ranking

It is possible that some of the times in the super final will be slower than those in the first run. None-the-less, the riders in the super final will automatically still place in the top 16, 8 or 6 (depending upon the number of entries), regardless of their times in the first run.

### SPORTING CONTROL OF BMX TIME TRIALS

A start list of all riders entered in the category is produced. It should normally be ordered in reverse order of UCI Ranking, that is, with the best-ranked riders starting last.

A start time for the category is published on the start list; however, no individual start time is generally given. Riders will be staged in order according to the start list, beginning 10 minutes before the start of competition. In case an individual start time is published, unless otherwise agreed, it is only an 'approximate' time – the next rider is always started as soon as possible after the last has finished (this should always be stated during the team managers' meeting).

A rider who misses their run will normally not be allowed to start later, unless their reason is accepted by the PCP. It is the responsibility of the riders to be on time, so a valid reason for being late would generally be some situation that is completely beyond the rider's control.

#### NOTE

In the event of a last minute mechanical problem, the PCP can give permission for a rider to start out of sequence; however this decision must be communicated to the timing company and staging / start Commissaires.

The equipment and clothing rules in a BMX Time Trial are the same as those for a standard BMX competition; as a result, the staging officials should not allow a rider to start whose equipment does not comply with the regulations. This includes on-board video cameras.



Riders may start from any position on the gate that they choose. Once on the track, they must complete the full track for their category (elite and junior men must complete any "pro" sections, while elite and junior women must complete their own side of the track).

Commissaire positions are normally in the corners, mainly to ensure that riders taking an inside line around the corner do not cut across the boundary line.

A call of "Did Not Finish" (DNF) is the most appropriate decision for riders who one way or another do not complete the full track (due to a crash) or by short-cutting it.

Finally, riders who do not start the time trial are not eligible to move on to the BMX race portion of the event; effectively a DNS in either the time trial or time trial super final is converted into a disqualification.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Explain the format of BMX Time Trials.
- Describe the manner in which BMX Time Trials are run.
- Describe the tasks and positions of the Commissaires for BMX Time Trials.



## WHAT TO DO

- Contact the organiser before the event to ensure the following are available prior to your arrival:
  - Entries,
  - Start list for BMX Time Trial (checked against published ranking).
- Start list for BMX Time Trial (checked against ranking publications).
- Ensure staging staff is aware of requirements for starting, clothing, equipment (cycles/cameras), DNS etc.
- Download listing of top 16 male and 8 female.



## WHAT NOT TO DO

- Assume local Commissaires understand or know the requirements for a BMX Time Trial event.

#### 4.4.2. INTERNATIONAL BMX EVENTS

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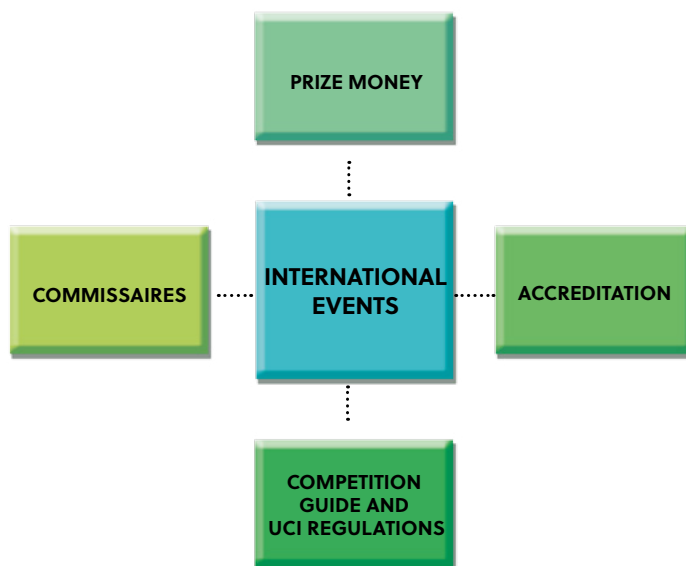


DIAGRAM. International BMX events

At the date of writing this guide, all events on the international BMX calendar are categorised as C1 international events or Class HC international events (except World, national and Continental Championships and the Olympic Games).

**ARTICLES 6.2.001 to 6.2.008** of the UCI Regulations set out the rules for events at this level.

The PCP of an international event should therefore ensure that the organisation has arranged the following:

- That the prizes (prize money and trophies) correspond to at least the minimum specified by the UCI Financial Obligations, as per **ARTICLE 6.2.008**.
- That accreditation is available for the team managers in accordance with **ARTICLE 6.2.006**, such that they may access the team managers' area and the team areas.
- That the competition guide observes the UCI Regulations, provides the necessary schedules and registration deadlines and outlines the combination rules to be used (**ARTICLES 6.1.012 - 6.1.014**).
- That the correct number of Commissaires has been appointed, as per **ARTICLE 1.2.116**.

It is also worth repeating that the UCI Regulations take priority over national regulations for international events (for championship categories).

**LEARNING OUTCOMES****ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES**

Elite national and international Commissaires should be able to:

- Explain the rules concerning international events on the UCI calendar.
- Explain the different event classifications.

**WHAT TO DO**

- Bring an up-to-date printout of the rule book.
- Before the event, request the following from the organiser:
  - a rider listing,
  - a national Commissaires' listing including experience levels,
  - details of the prize money pay out to riders.
- Request the secretary's contact details. Check with the secretary:
  - the rankings to be used,
  - the software to be used and whether it is accredited by the UCI,
  - the secretary's understanding of the race format for the event.

**WHAT NOT TO DO**

- Leave all arrangements and the provision of necessary items to the organiser – the organiser is sometimes a third party with no experience or understanding of cycling or BMX.

### 4.4.3. THE UCI BMX SUPERCROSS WORLD CUP

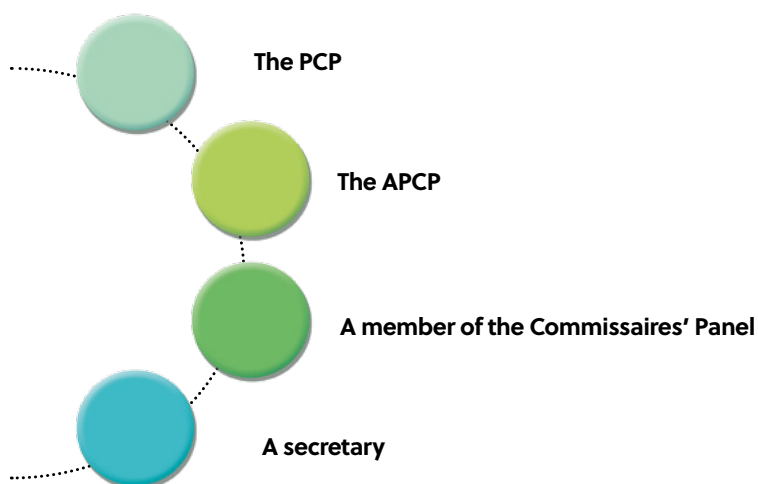


Each year, the UCI designates several major BMX events as part of the UCI BMX Supercross World Cup.

The specific regulations concerning how these events are run are found in **ARTICLES 6.3.001 to 6.3.018**. These regulations describe the BMX Supercross event format.

While the sport component of the events (staging, equipment regulations and racing – including decisions made by Commissaires on the track) are the same as for international (C1) BMX events, there are several significant differences in the way that these events are managed.

Firstly, the UCI appoints a full Commissaires' Panel (not just the PCP) consisting of:





Likewise, the host National Federation appoints a minimum number of national Commissaires to assist the Commissaires' Panel (number as per **ARTICLE 1.2.116**).



The UCI also appoints a technical delegate (the PCP does not perform this role at World Cup events) and a doping control officer (DCO - appointed by the CADF).

In advance of the race, the PCP deals mainly with the UCI on race preparations, whereas at a standard BMX event, the PCP would deal directly with the local organisation.

In terms of deciding how the race is to be managed, the PCP works together with the technical delegate and the race director (who also supervises TV production). All decisions other than purely sporting control matters should be made jointly by these three people.

For each event of the series, a competition guide with specific details is published and made available on the UCI website. A document describing the specific rules and procedures for the entire UCI BMX Supercross World Cup series is also available. The appointed Commissaires must download and read these documents as they apply in addition to the UCI Regulations.

Supercross events are generally managed as follows:

#### TRACK INSPECTION

While the technical delegate is responsible for delivering a fully prepared track and venue to the Commissaires, the TD and PCP normally inspect the track together, as does the event medical coordinator (provided by the event management company).



### TEAM MANAGERS' MEETING

A team managers' meeting is always held at UCI BMX Supercross events. The technical delegate opens the meeting and the PCP provides the details of the sporting aspects of the race. The race director is also present. The PCP, TD and race director should always meet before the team managers' meeting to prepare the presentation for the meeting.



### REGISTRATION OF RIDERS

Riders are registered by their National Federation or their UCI BMX Team prior to the closing date published by the UCI. Riders are able to register up until the close of the confirmation of riders, known as late entry, but are required to pay an additional fee for this.

National Federations also provide the details of their team manager at registration; these individuals will be the contacts for the event. It is important to point out that two complete stages of the UCI BMX Supercross World Cup are held within each event weekend - all riders must register for both stages; it is not possible to register for one or the other.

### CONFIRMATION OF RIDERS

This procedure is undertaken by each team manager who must provide a copy of every rider's current BMX licence and, where required, a copy of the rider's passport. Details of all the riders' and team managers' accommodation arrangements, including names, addresses and contact telephone numbers, are to be confirmed by the team manager.

An organiser's representative is present to confirm payment of the competitors' entry fees or to collect fees if the payment has not been made in advance.

Riders are provided with security wrist bands (to provide access to practice, staging and the event in general), number plates and, where used, lateral plates.

If any of the riders' details are incorrect or a licence passport or accommodation requirement is not met, then the whole team remains unconfirmed and no number plates or security bands are issued until all details have been provided. This means that none of the riders are able to access the track for practice or racing. Also important to note is that the start lists for the first world cup stage in each event weekend are not drawn up until after the first practice is over, in order to allow any riders who withdraw for medical reasons to be removed. Likewise, the start lists for the second world cup stage within each event weekend are not drawn up until the results of the first world cup stage are known, and any riders withdrawn for medical reasons are removed.



## PRACTICE

The practice for Supercross events is normally divided into three groups: 'A', 'B' and 'C'. Group A consists of the highest-ranked male riders entered in the event, while group 'B' consists of the remainder of the male riders. Group C is reserved for women. The secretary produces and distributes a practice list specifying the riders of each group for the benefit of the teams and the Commissaires. Number plates issued to the men entrants have an 'A' or 'B' sticker attached prior to being issued to denote to which practice group the rider has been allotted. These stickers allow Commissaires to easily confirm that the riders are in the correct practice group. The division between groups A and B is important; for the safety of all concerned it is best that riders with similar abilities practice together in the men's groups due to the high speeds and size of the jumps in the pro sections.



Each group is allotted a period of time for practice. The first part of each practice session is usually conducted without the gate; the riders normally ride directly onto the track from the side of the start hill (under the control of a Commissaire). In doing so, they warm up and roll over the track.

Approximately 25-30 minutes into the practice, the Commissaires close access to the track at the bottom of the start hill and begin sending the riders up to the gate. The gate is run for the remainder of the practice.

The protocol for practice is the same as for other BMX events with one exception: one representative of each team (a coach or manager) is allowed limited access to the infield during practice. The PCP and technical delegate decide on a "viewing area" where the managers can stand and talk to their riders, give them water, etc. A special vest (one per team) is given out during riders' confirmation; this must be worn by the person from each team who will enter the infield during the practice.

One of the jobs of the Commissaires on the track during practice at Supercross events is to ensure that the managers respect the boundaries of the viewing area.

### NOTE

Within the viewing area (even though it is within the infield), riders are permitted to remove their helmets; however this is the only location where this is tolerated.

**COMPETITION**

Each world cup stage is held as follows:

1. The first world cup stage within each event weekend is seeded first by position in the UCI BMX Supercross World Cup ranking, then by the latest UCI individual ranking, and finally at random. The second world cup stage within the weekend is seeded based upon the final results summary of the first stage.
2. The seeding method and transfer system are defined in Part VI: BMX races in Annex 1bis. Within each round, riders are re-seeded based upon their lap-times from the previous round; choice of gate start position is also decided by lap-time in each heat (or seeding order in Round 1). All entered riders participate in the first round of competition. The top 4 riders from each heat automatically advance to the qualifiers.
3. All riders who did not advance from Round 1 race in a last chance round. The top 2 riders from each last chance heat also advance to the qualifiers.
4. Once the qualifiers begin (1/16 finals, 1/8 finals, or perhaps 1/4 finals), only the top 4 riders from each heat advance to the next round, until the final is reached.



During a standard BMX event, the PCP normally has direct control over the schedule and pace of the event. However, during a UCI BMX Supercross World Cup, this is the responsibility of the race director.

A detailed schedule is produced by the race director (for internal use only) and shared with the PCP and TD.

The staging times of each round of competition are published on a posting board at the entrance to staging (and also within the team area if these locations are far apart). Riders use a computer system (a touch-screen display monitor) to select their gate position as they wait in the staging area or on top of the start hill.

Before each start, the riders on the gate may be introduced for the TV production. The race director then calls the PCP on the radio to indicate that it is clear to start. If the PCP is satisfied that the track is ready, he or she then calls the start Commissaire on the radio to give permission for the start.

Racing is managed by the Commissaires in the same way as for the championship categories of any other international BMX event.

**NOTE**

The key to successfully managing a Supercross event is the relationship between the technical delegate, race director, Commissaires' Panel and medical director. These are the key "department" managers that have the greatest impact on the supervision of the race. Ongoing communication and consultation are crucial, especially when significant decisions are to be made.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- List the differences between C1 and CDM events.
- Understand the classes, know who is eligible to participate and how entries are made.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Explain the format of UCI BMX Supercross World Cup events.
- Describe the differences in the management of BMX Supercross events compared to "standard" BMX races.
- Explain the specific regulations of the UCI BMX Supercross World Cup.
- Produce a diagram to explain how seeding is conducted.



### WHAT TO DO

- Be prepared as the timing is different to normal BMX events – you need to understand why and how this impacts the role you are assigned.
- Know the identities of the top 16 and top 8 riders.
- As communication is very important at a Supercross event, make sure you liaise with the TD and race director.



### WHAT NOT TO DO

- Assume that the organiser and the national Commissaires appointed to assist at the event understand the format and requirements of the event – always check their understanding.
- Get in the way of the TV production.

#### 4.4.4.

#### THE UCI BMX WORLD CHAMPIONSHIPS AND UCI BMX WORLD CHALLENGE

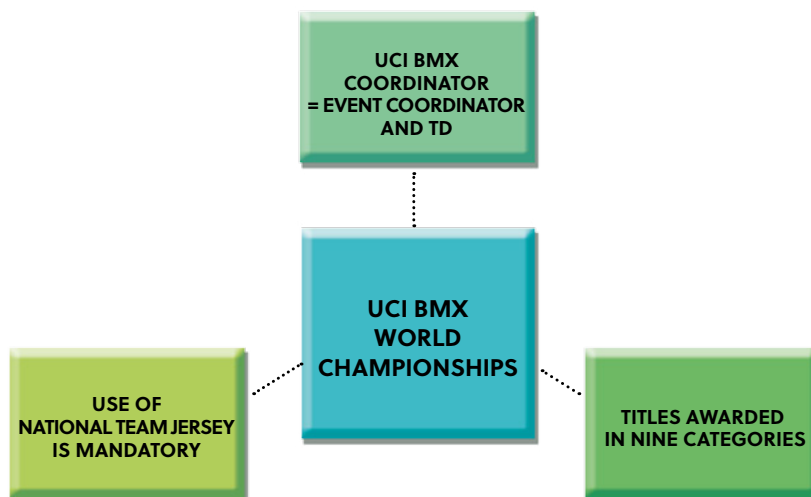


DIAGRAM. UCI BMX World Championships



As per **ARTICLE 9.2.047** of the UCI Regulations, the BMX World Championship title is awarded in five categories, all for 20" bicycles (no Cruiser World Championship title is awarded).

- Men Elite Race
- Men Juniors Race
- Women Elite Race
- Women Juniors Race
- Men Masters (30+)



The race format is defined in **ARTICLES 9.2.047** to **9.2.050**, inclusive.

The seeding for the race event is done using the latest UCI Individual BMX Ranking published prior for each championships category prior to the start of the championships.

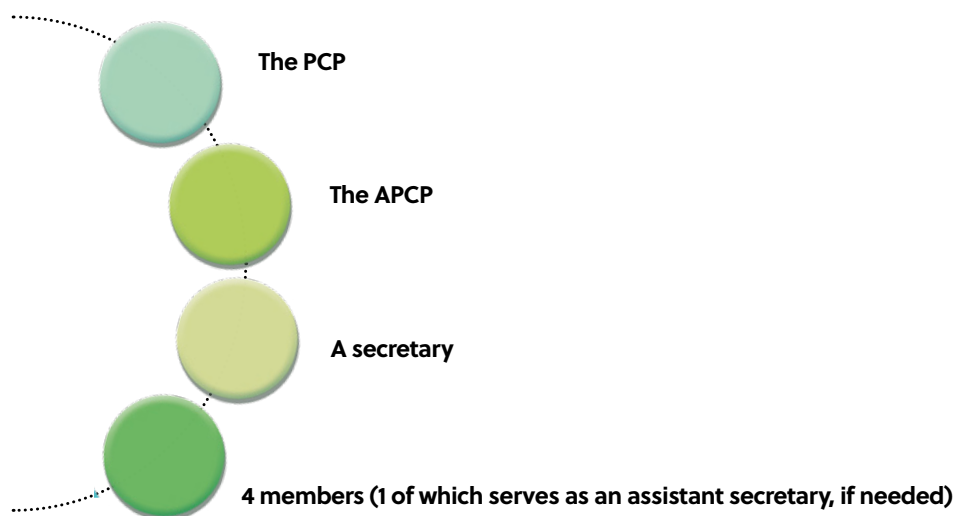
The BMX World Championships are managed by the Commissaires' Panel in much the same way as a BMX Supercross World Cup. The main difference is that the UCI BMX Coordinator serves as the event coordinator.

#### NOTE

Riders can only be entered for the BMX World Championships by the federation of their nationality for the purposes of cycling. The riders must wear their national team jersey during practice and racing – no exceptions are allowed. Elite riders who have permanent numbers must have these printed on the backs of their jerseys.

## COMMISSAIRES' PANEL

The Commissaires' Panel for the BMX World Championships consists of the following officials, appointed by the UCI:



The Commissaires' Panel is assisted by a number of national Commissaires who are appointed by the host National Federation (the minimum number of such Commissaires is described by [ARTICLE 1.2.116](#)).

#### 4.4.4.1. The UCI BMX World Challenge

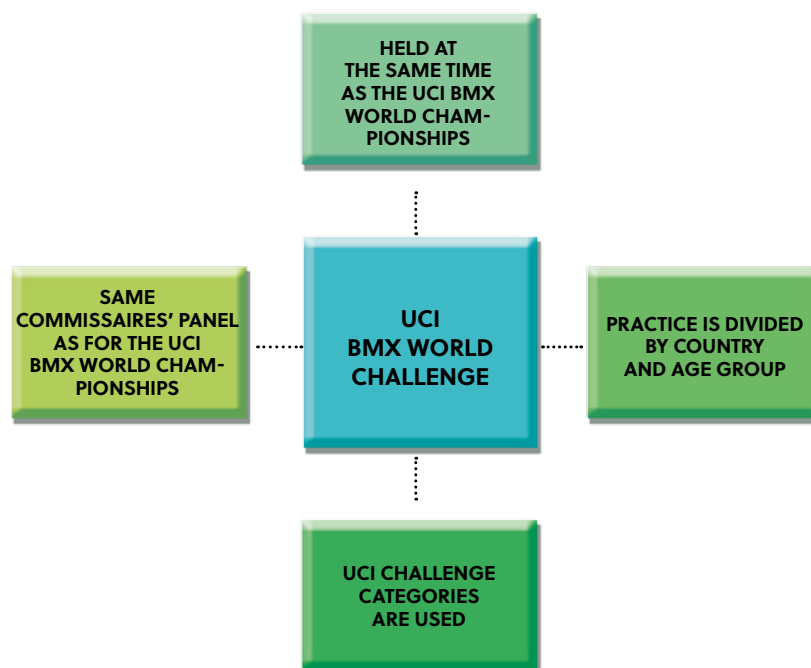


DIAGRAM. UCI BMX World Challenge



The UCI BMX World Challenge is a competition held at the same time and same venue as the UCI BMX World Championships. **ARTICLES 6.4.001 to 6.4.011** of the UCI Regulations define the competition format.

The UCI BMX World Challenge is run in the same manner as any other large challenge category race, with the following exceptions:

- Practice is divided by both country.
- The UCI challenge categories described by Part 6 of the UCI Regulations are used.
- Riders must wear the national team jersey of their country of citizenship; the jersey design may be different to the jersey used by championship riders.
- The seeding of riders for the challenge classes is carried out in accordance with each federation's rider count according to the principle of keeping the riders from each country from competing with each other in the Motos (**ARTICLE 6.1.028**).

The Commissaires' Panel for the UCI BMX World Challenge is the same as that appointed for the UCI BMX World Championships.

#### 4.4.4.2. Registration and confirmation of riders

### Registration of riders

Riders are registered by their National Federation prior to the deadline published by the UCI. No late registration is available for the World Championships.



At registration, National Federations provide details of the team manager, coach and other assistants who will be the points of contact during the event (**ARTICLE 6.4.006**).

### CONFIRMATION OF RIDERS

The confirmation of riders in each classification is undertaken by National Federation team managers.

- For UCI BMX World Championships:
  - The team manager provides a copy of the rider's current BMX licence and, where required, a copy of the rider's passport.
  - Details of all the accommodation arrangements for riders and team managers, including names, addresses and contact telephone numbers, are to be checked and confirmed at the rider confirmation by the team manager.
  - A representative of the organiser is present to confirm payment of the competitors' entry fees or collect fees where payment is required.
  - Riders are issued with security wristbands (to allow access to practice, staging and the event in general), number plates and, where used, lateral plates.
  - If any of the riders' details are incorrect or a licence/passport or accommodation requirement is not met, then the whole team remains unconfirmed and number plates and security wristbands will not be issued until all details are satisfied. This means that none of the riders are able to access the track for practice or racing.
- For UCI BMX World Challenge:
  - Team managers must confirm the details of the riders who will start, and must confirm that the entries received by the UCI are correct; following this point, any errors that are discovered will not be corrected.
  - A representative of the organiser is present to confirm payment of the competitors' entry fees or collect fees where payment is required.
  - Riders are issued with security wristbands, matching stickers for their bikes (to allow access to practice, staging and the event in general), number plates and, where used, lateral plates.
  - A single confirmation of the whole team is permitted; only team managers are allowed to collect the rider packs, not the riders themselves.



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Understand and describe the different classes that compete at the World Championships.
- Explain the race formats used for each classification.
- Specify the number of Commissaires and officials required to hold an event and describe the positions of these officials.

#### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Explain the competition formats and rules of the UCI BMX World Championships and UCI BMX World Challenge.



### WHAT TO DO

- Study the competition guide prior to the event.
- Study the venue and site plan to identify the areas of importance.
- Bring a printed copy of rulebooks and related material.
- Bring information on seeding, prize money, rankings and relevant UCI webpages for reference.



### WHAT NOT TO DO

- Do not be unprepared. Someone who is not prepared will not be comfortable in their role and is likely to panic.

#### 4.4.5. CONTINENTAL CHAMPIONSHIPS

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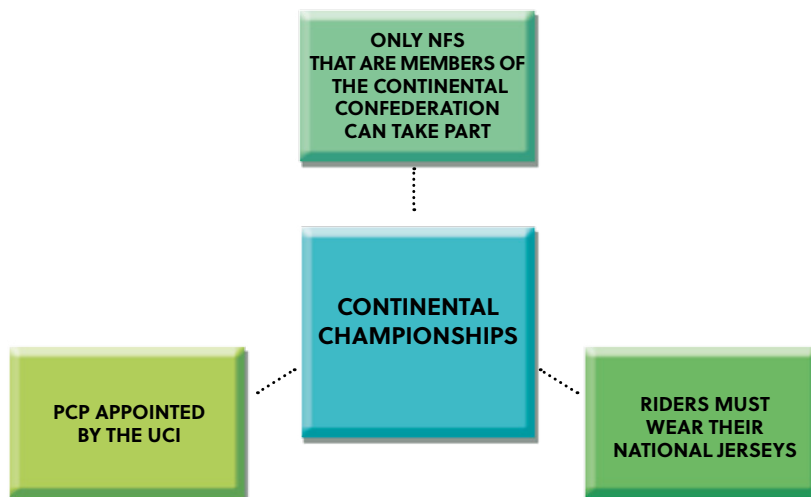


DIAGRAM. Continental Championships

-  The specific regulations governing Continental Championships are found in Part X of the UCI Regulations, **ARTICLES 10.1.001 to 10.1.006**.
-  As per **ARTICLE 10.1.005**, only citizens of countries with a National Federation that is a member of the organising continental confederation may enter the championship.  
The PCP and the technical delegate will be appointed by the UCI.
-  All riders participating in a Continental Championship (at Championship level only) must wear their national jersey , unless the continental confederation has sought a derogation from the UCI (**ARTICLES 1.3.071 and 6.1.083**).



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Offer advice to National Federations that are members of the Commissaire's own confederation.
- Describe the requirements under Parts I and VI of the UCI Regulations for Continental Championships.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Describe the regulations applicable to Continental Championships.



## WHAT TO DO

- Be prepared for the event, familiarise yourself with all the federations of the hosting confederation.
- Make contact with the President of the confederation and the UCI Technical Delegate, introducing yourself once your appointment to the Continental Championships has been confirmed.
- Obtain information on the schedule and the competition classes.
- Confirm the prize money and that this will be paid out by the organiser.
- Confirm that secretarial duties are being undertaken in line with UCI Regulations.
- Check that the race software is UCI accredited.
- Check that the venue fulfils all UCI guidelines.
- Be prepared with rulebooks, rankings, event schedule, technical guide and other relevant documents.



## WHAT NOT TO DO

- Do not arrive at the event without proper preparation.
- Hospitality by the host is normal although it should never be expected. If hospitality is offered, some cultures consider it offensive if it is turned down.

#### 4.4.6. OLYMPIC GAMES/YOUTH OLYMPIC GAMES

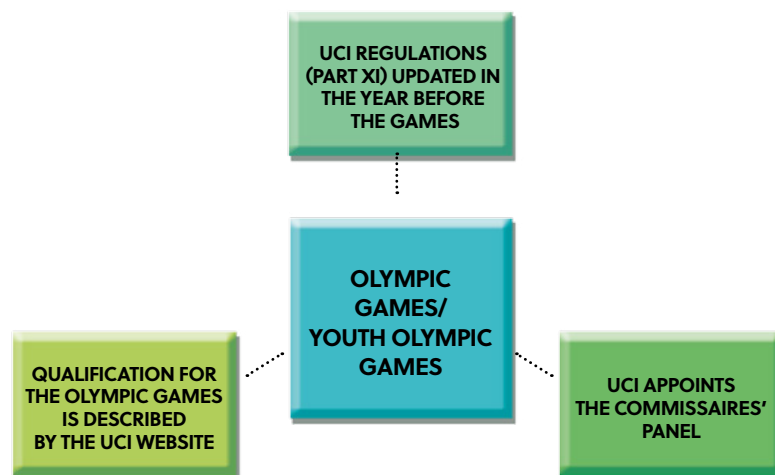


DIAGRAM. Olympic Games/Youth Olympic Games



BMX competitions are part of the programme of the Olympic Games and the Youth Olympic Games. The specific regulations for the Olympic Games and the Youth Olympic Games are found in Part XI of the UCI Regulations. These regulations are updated in the year before each Games.

The UCI appoints the Commissaires' Panel for the Olympic Games. The National Federation of the host country appoints the appropriate number of assistant Commissaires as per **ARTICLE 1.2.116**. In addition to Part XI of the UCI Regulations, the Olympic Games are also partly covered by Part VI, namely **ARTICLES 6.5.001 to 6.5.012**. These articles cover the basic format of the event and information on the scoring systems, start order and tie-break rules.

Qualification for the Olympic Games is described on the UCI website. As a Commissaire it is important to have a basic understanding of the structure of qualification such that you can help your federation understand the policy. The lead-up to the Olympic Games is a three-year journey. Many athletes prepare for several years just to be in a position to qualify. For this reason, it is important that you understand the basics of qualification.



#### LEARNING OUTCOMES

##### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Demonstrate a basic understanding of the qualification process for the Olympic Games; know where to find this information.
- Provide riders from the Commissaire's federation or confederation with information on how to achieve qualification.

##### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Explain where the specific regulations applicable to the Olympic Games and Youth Olympic Games can be consulted.



#### WHAT TO DO

- Whenever necessary, a Commissaire should answer direct questions from a National Federation concerning the Olympic Games qualification process.

## 4.5. RACE INCIDENTS AND APPLICATION OF PENALTIES

### 4.5.1.

#### RACE INCIDENTS



Many potential infringements of the UCI Regulations in BMX events are described in Part VI of the UCI Regulations, "BMX Races".



**Examples of specific types of race incident that may be penalised by the Commissaires' Panel include:**

#### ARTICLE 6.1.044

##### Bike position on the start gate

-> The front wheel must remain stationary and in contact with the gate during the starter's call.

#### ARTICLE 6.1.053

##### Deliberate interference

-> This is a complex offence, which can be manifested in many different forms, on any section of the track.

#### ARTICLE 6.1.054

##### Deliberate force off the track

-> This is a specific type of deliberate interference. It involves direct action by the offending rider, such as making deliberate, secondary contact with an elbow, or by deliberately riding into a rider so as to cause him or her to crash.

#### ARTICLE 6.1.055

##### Track re-entrance

-> This offence is judged to have occurred when a rider cuts out a significant section of the track (e.g. the rider cuts across the inside line of a corner or exits the track on one of the straights, passing one or more obstacles, and in so doing gains an advantage).

-> This may also result in a rider being judged as not finishing the track, even if the action was not deliberate but an advantage was gained. For example: an elite or junior male rider rides on the challenge side of a split straight, missing all or part of a "pro" section.

-> Gaining an advantage does not necessarily mean gaining a position. The advantage could be in remaining in the same position, whereas had the rider completed the track as required, he or she may have dropped back a place or more.

#### ARTICLE 6.1.056

##### Contact between riders

-> While BMX is a contact sport, any deliberate contact that is judged to have the intent of impeding a competitor's progress may be penalised by the Commissaires.

#### ARTICLE 6.1.057

##### Obstruction on the final straight

This form of interference refers to a deliberate act to prevent a rider from overtaking in the final straight.

#### ARTICLE 6.1.058

##### Team riding

-> BMX is an individual sport, not a team sport. An example of 'team riding' would be for one rider to hinder a competitor to benefit either him or herself or another rider. However, this can be very difficult for the officials to prove beyond reasonable doubt. As it is not unusual for riders from the same country or with the same sponsors to ride in the same motos, interference between riders in itself is usually not enough to justify a penalty for this offence.

#### ARTICLE 6.1.059

##### Third persons interference

-> No outside parties may interfere with a race that is in progress.

In addition to this section of the UCI BMX Regulations, there are other types of behaviour that may result in a penalty:



#### ARTICLE 6.1.032

-> Only riders who have completed 'Rider Confirmation' are permitted to practice on the track.

#### ARTICLE 6.1.045

- > Riders must follow all instructions issued by a Commissaire or race official.
- > Riders must conduct themselves in a manner that reflects the ideals of good sportsmanship and avoids any conduct that may bring themselves or the sport of BMX into disrepute.
- > Use of obscene or foul language is forbidden.

#### ARTICLE 6.1.089

-> The use of radio links or remote means of communication by competitors is not permitted.

#### ARTICLE 6.1.072

-> Any rider whose equipment is deemed as not in compliance with the UCI regulations shall not be permitted to enter the track.

#### ARTICLE 6.1.068

The following offences will result in suspension:

- > Competing under a false name.
- > Falsifying information relating to age, category or any other subject at the time of registration.
- > Offering, giving or receiving bribes or incentives to influence the outcome of a race.
- > Wilfully entering or riding a bicycle that does not conform to the rules of the competition, or altering, removing or tampering with a lap-time scoring system device.
- > Altering the specification of any bicycle after inspection that results in an infringement of the rules of competition.
- > Any unfair practice, misbehaviour or action detrimental to the sport of BMX.

In addition to the specific forms of infringement and race incident described in the UCI BMX Regulations, Part XII of the UCI Regulations, "Discipline and Procedures", defines what are considered infringements of the UCI Regulations. Particularly important is the class of infringement known as "Race Incidents".



#### ARTICLE 12.1.010

Race incidents shall be all offences as are designated as such in the Regulations as well as any behaviour at variance with the Regulations occurring during the race and not specifically penalised.

It is the responsibility of the Commissaires' Panel to decide on all race incidents. In order to do this job to the greatest effect, national elite and international BMX Commissaires must be aware of all the possible forms of race incident in addition to those described by the BMX chapter of the UCI Regulations. This means that Commissaires should be familiar with the regulations described in Part I, "General Organisation of Cycling as a Sport", and Part XII, "Discipline and Procedures".

The following are some examples of race incidents which apply to all cycling disciplines and which may be penalised by the Commissaires' Panel:



**ARTICLES 1.2.079 – 1.2.083** "Conduct of participants in cycling races"

**ARTICLES 1.2.112 – 1.2.113** "Awards ceremony"

**ARTICLES 1.3.001 – 1.3.010** "Equipment – general provisions"

**ARTICLES 1.3.026 – 1.3.072** "Clothing" (except where noted otherwise in the regulations)

**ARTICLES 1.3.073 – 1.3.080** "Identification of riders"

When deciding which regulation(s) best apply to any particular race incident, the hierarchy of the regulations as noted earlier in this guide should be observed.

In other words, first consult the specific regulations of the event as found in the competition guide. Following this, Part VI: "BMX Races", should be checked. If no suitable rule is found, then the general parts of the UCI Regulations, Part I: "General Organisation" and Part XII: "Discipline and Procedures", should be used.

In some cases, it is possible to refer directly to the general parts of the UCI Regulations. For example, all rules having to do with national team jerseys and national or World Champion's equipment is found in Part I.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain the specific types of infraction defined by the UCI BMX Regulations.
- Explain what is meant by a "race incident".
- Explain the process by which it is decided which rule best applies to any given race incident.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Describe how the panel makes decisions in relation to penalties.
- Explain how decisions and penalties are communicated and to whom.
- Explain how penalties are imposed and collected.
- Explain how a rider or team manager may protest against a decision of the panel and in what circumstances.



## WHAT TO DO

- Understand the UCI Regulations that apply directly to BMX.
- Understand the other sections of the UCI Regulations that have general application to cycling as a sport – such as Parts I, IX, X, XI, XII, XIV.
- Keep up-to-date copies of the rules either in printed form or digitally for reference purposes.
- Provide examples of the rules, and how to apply them, to other national Commissaires to ensure a wider understanding of the requirements.
- Take time to listen to team managers and riders who want to discuss a race situation with you as a Commissaire.



## WHAT NOT TO DO

- Make hasty decisions without first ensuring you have all the information.
- Show bias towards a particular rider, team or nation.
- Attend events wearing national or team colours – as a Commissaire you are required to demonstrate impartiality and not have any conflicts of interest.

## 4.5.2. APPLICATION OF PENALTIES

### 4.5.2.1. Penalties

The consistent application of penalties for race incidents is one of the more difficult aspects of the job for elite national and international BMX Commissaires.

While consistency is extremely important within an individual competition, the different types of race incident should also be dealt with in the same way at all international BMX events, regardless of who the appointed Commissaires happen to be.

There are several factors to consider:

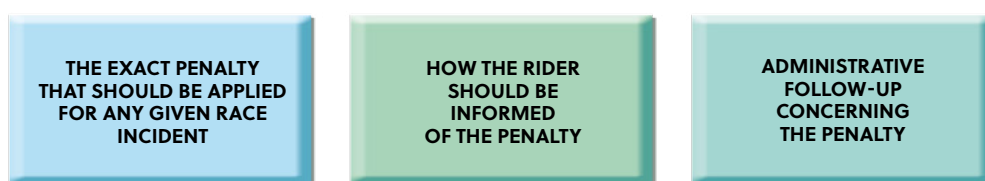


DIAGRAM. Factors to consider in the case of penalties

Most of the decisions and penalties applied at BMX events concern race incidents that occur during practice (problems with rider behaviour) or racing (usually regarding a rider not completing a race or some form of interference between riders).

### STANDARD PENALTIES AND DECISIONS

To promote consistency, standard decisions can be defined for the more common types of race incident. While it is always possible to impose a different penalty if the particular circumstances so require, in almost all cases the penalties described below should be applied.

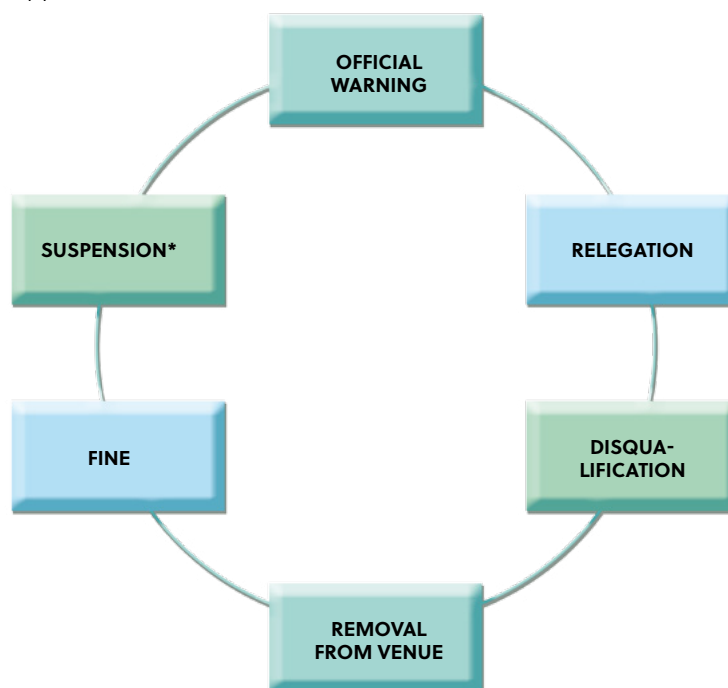


DIAGRAM. Standard penalties and decisions

\* Suspension is not a penalty that can be given by the Commissaires' Panel; it can only be decided by a National Federation or the UCI.

## OFFICIAL WARNING

An official warning is noted on the results and start lists. Other than the advice given by the warning, the first official warning has no impact. However, any additional warning issued during the event will result in the rider's disqualification.

Common examples of situations where official warnings should be given include:

- A rider failing to obey the instructions of a Commissaire or the organisation.
- A minor problem with behaviour.



### Some examples:

1. A rider doesn't "race": that is, just rolls around the track without putting in a competitive effort (e.g. in a time trial, or in a race where the rider has already mathematically qualified for the next phase of the competition).
2. A rider swears or makes an obscene gesture.
3. A rider kicks his bicycle after crashing.

- A problem with the format of a jersey, when first noticed by officials at a race.

### NOTE

If noticed in staging, no warning is applied; the rider is simply turned away by the officials and asked to resolve the problem. However, if the problem is noticed in staging after the point at which the rider can easily be turned away (usually once the rider is on his or her way to the top of the start hill), then the warning applies. The rider is told not to return until the problem is resolved (during practice) or is refused a start (during racing).



### Some examples:

1. A rider has breached the regulations concerning career numbers:
  - A number is printed on the back of the jersey but the rider is not entitled to use it (either the rules regarding career numbers have not been respected or the rider is not an elite rider).
2. A World Champion does not wear the jersey when obliged to (e.g. Junior World Champion in a junior event, World Champion in an elite event, Time Trial World Champion in a time trial event).
3. A National Champion does not wear the National Champion's jersey or a jersey with the distinctive sleeve (as per **ARTICLE 1.3.069**).
4. A challenge rider is noticed wearing a World Champion replica jersey.
5. A challenge, junior or elite rider uses a jersey that incorrectly has the rainbow stripes on the collar and/or cuffs – this is only allowed if the rider was previously a Junior or Elite World Champion. It is not acceptable if the rider won the UCI BMX World Challenge as a challenge category rider.

## RELEGATION

Relegation is a more severe penalty than an official warning. It is normally issued during racing for deliberate infractions such as shortcutting the track to gain an advantage, deliberate interference or more serious behavioural problems.

In practice, relegation means that the rider is placed last in the race in question. In the motos, a rider who is relegated receives two more points than the number of riders who started the race. For example, all riders who are relegated in a moto where six riders started would receive eight points for that moto.

When deciding transfer eligibility and the final results, REL riders are ranked behind DNF riders, but before DNS riders.

Relegated riders still figure in the final results and are still eligible to transfer from the motos to the qualifiers. They can also earn points and prize money if the relegation comes in a later round of competition.

Specific examples of incidents where relegation should be the penalty include:

- Any instance of deliberate interference that the Commissaires decide should be penalised.
- Deliberately not completing part of the track and gaining an advantage. A rider holding his or her position within the moto (or improving one or more positions) as a result of a deliberate, illegal act, is considered gaining an advantage if, by changing course or slowing down, the rider could have stayed within the track boundaries.



#### Some examples:

1. Cutting across the white line on the inside of a corner.
2. Cutting across a boundary line dividing the "pro" side of a straight from the amateur side, then jumping on to the correct side of the straight, and in so doing holding or gaining position.
3. Deliberately riding on the prohibited side of part or all of a "pro" or "amateur" section (depending on the category in question).
4. Going off track, cutting out one or more obstacles and not returning to the track as soon as it is safe to do so.

- Behavioural issues on the track.



#### For example:

The rider removes his or her helmet (not including removal by medics in the case of a crash).

- Equipment issues that are only noticed after the race has started (in which the rider would not have been allowed on the track).



#### For example:

1. A rider starts a race without a transponder (except during time trials, where a DNS would result in disqualification).
2. A rider starts a race without gloves.

#### NOTE

Depending upon the severity of an incident, relegation can also be accompanied by an official warning.

### DISQUALIFICATION

Disqualification is one of the most severe penalties that the Commissaires' Panel can apply. Disqualification means that the rider is eliminated from the event (does not continue in the competition) and also from the results. Disqualified riders are therefore not eligible to earn points or prize money. Disqualification can be from the entire event (if the rider has registered in multiple categories such as 20 inch and cruiser) or just from the category in question.



#### Examples of situations where disqualification is appropriate (or required) include:


1. Starting from a different gate position than that which is required (DSQ is a mandatory penalty for this infraction).
2. Not starting in one or more stages of a time trial (DNS in any stage of a BMX time trial implies DSQ).
3. Acts of violence or other equally unacceptable behaviour.
4. Receiving a second official warning for any reason within a single event.

### REMOVAL FROM THE VENUE

The Commissaires' Panel has the right to remove any person (whether a licence holder or not) from the race venue. This is normally done for severe cases of interference in the event or other types of highly unacceptable behaviour such as violence or making threats.

This is often the only recourse against people who are not entered in the race (as such, they cannot be relegated, disqualified or given an official warning).

## FINES

 While the penalties mentioned in Part VI of the UCI Regulations, "BMX Races", cover most of the infractions that commonly occur at BMX events, some of the provisions of the general sections of the UCI Regulations also apply. **ARTICLE 6.1.063** states that: *"The Commissaires' Panel may, without prejudice to its possibilities provided in Parts I and XII of the UCI Regulations, invoke any of the censures provided in this chapter against a rider who commits one of the infractions mentioned in this part of the UCI Regulations."*

Where a fine is listed in the text of the regulations, the amount of the fine specified should normally be applied. Fines may be applied in addition to one or more other penalties such as an official warning or disqualification.

Some examples of situations in BMX events where fines should be applied are found below. As above, if noticed in staging, no penalty is applied; the rider is simply turned away until the problem is resolved. If a problem is noticed when a rider reaches the top of the start hill, an infraction can be considered to have been committed, and the penalty is applied.



- The second time at an event that it is noticed that a World Champion is not wearing the World Champion's jersey when obliged to do so (e.g. Junior World Champion in a junior event, Elite World Champion in an elite event, Time Trial World Champion in a time trial event):  
- 2nd warning (DSQ) + CHF 2,500 fine (as per **ARTICLE 1.3.072**).
- The second time at an event that it is noticed that a National Champion is not wearing the National Champion's jersey (or distinctive sleeve) when obliged to do so:  
- 2nd warning (DSQ) + CHF 200 fine (minimum; can be more).
- The second time at an event that it is noticed that a challenge rider is wearing a World Champion replica jersey:  
- 2nd warning (DSQ) + CHF 50 – 200 fine (non-regulation clothing – layout).
- The second time at an event that it is noticed that a challenge, junior or elite rider is using a jersey that incorrectly has the rainbow stripes on the collar and/or cuffs:  
- 2nd warning (DSQ) + CHF 50 – 200 fine (non-regulation clothing – layout).


### NOTE

Any licence holder may be fined for unacceptable behaviour, including coaches, team managers and other team staff. This can be an alternative to removal from the venue for an infringement such as failing to obey the Commissaires' instructions. An example might be a coach or team manager who becomes agitated and then screams or swears at an official.

## OTHER DECISIONS

In addition to the penalties mentioned above, a suspension may be imposed in response to specific situations. This is not considered as a penalty and should not be used as such.

## SUSPENSION

 **ARTICLE 6.1.068** lists some of the reasons that the UCI might decide to suspend a rider. However, it should be noted that Commissaires do not have the power to suspend riders. Instead, the PCP would write to the UCI describing the situation in order to recommend suspension. The UCI (or the National Federation, depending upon the level of the event) would then decide whether or not a suspension is appropriate.

#### 4.5.2.2. Informing the rider

Whenever the Commissaires decide to apply a penalty, the rider must be informed. The rider can be told personally if the opportunity arises; however, at international events notification is usually made through the rider's team manager. If the rider is informed personally, the team manager should also be notified.

There is no right of appeal against decisions made by Commissaires concerning race situations or the configuration of a rider's equipment.

A Commissaire is normally appointed to monitor the exit from the finish area. If a penalty is applied during a race, it is the responsibility of this Commissaire to stop the rider so that the PCP or another official designated by him or her can inform the rider of the penalty, as well as the team manager if present. The task of informing the team manager can also be delegated to the secretary at major events such as the UCI BMX World Championships and UCI BMX World Challenge.

The regulations require that all penalties (official warning, relegation and disqualification) must be noted on the race results and moto sheets.



#### LEARNING OUTCOMES

##### ELITE NATIONAL AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Explain the types of penalty that may be imposed at BMX events as well as their standard application.
- Describe the process that is used to notify riders of penalties.



#### WHAT TO DO

- Ensure that the secretary receives notice of all decisions made on the track, including penalties (warning, REL, DSQ) and other decisions (DNF, DNS).



#### WHAT NOT TO DO

- Do not fail to inform the rider that a penalty has been imposed.


## CHAPTER 5

### EQUIPMENT AND CLOTHING



As with any sport, the equipment that can be used in competition is defined by the regulations.

For BMX events, two sections of the UCI Regulations apply: one section in Part I, "General Organisation of Cycling as a Sport", and the other in Part VI, "BMX".

 **ARTICLES 1.3.001 TO 1.3.010** define some general basic principles concerning equipment (bicycles, protective equipment, clothing) that apply to all cycling disciplines. The following specific points should be considered:

<b>ARTICLE 1.3.001</b>	<ul style="list-style-type: none"> <li>• This article makes each licence holder responsible for ensuring that the equipment used does not pose a danger to him or herself or others.</li> </ul>
<b>ARTICLE 1.3.002</b>	<ul style="list-style-type: none"> <li>• This article forbids riders from modifying their equipment; in other words changing it so that its form is different to that produced by the manufacturer. For example, this could include sticking something on a helmet not approved by the manufacturer or grinding away the metal structure of a bicycle component to make it lighter.</li> </ul>
<b>ARTICLE 1.3.003</b>	<ul style="list-style-type: none"> <li>• This article makes it clear that any equipment check carried out by Commissaires only serves the purpose of verifying that the equipment complies with the regulations – it is not a safety check. There is no formal equipment inspection at BMX events but equipment checks can be carried out at any time during the competition. Commissaires in staging and on the track are generally vigilant for non-compliant equipment. Whether such equipment is identified before being allowed on the track or not, the rider remains responsible for it. It is simply not practical to conduct a full inspection of every rider's bicycle, clothing and equipment.</li> </ul>
<b>ARTICLE 1.3.006 - 1.3.010</b>	<ul style="list-style-type: none"> <li>• These articles define what is generally accepted as a bicycle. In short, a bicycle has two wheels of equal diameter with a steerable front wheel and a rear wheel driven by pedals and a chain.</li> </ul>

DIAGRAM. Basic equipment principles

## 5.1. THE BICYCLE



As per **ARTICLE 1.3.010**, all further specifications for bicycles used in BMX events are found in Part VI, "BMX".





Within Part 6, "BMX", **ARTICLES 6.1.072 - 6.1.080** define the format of bicycles that can be used in BMX events.

In summary:

### FORMAT

- Accessories such as chain guards, reflectors or other sharp or protruding items are not allowed.
- Wheel axles may not protrude more than 5 mm beyond the hub nuts. Bicycles entered in categories for Standard 20 inch bicycles: the wheels shall not exceed 57 cm (22 ½ inches) in diameter with the tyres inflated. Bicycles entered in categories for Cruiser 24 inch bicycles: the wheels shall be no less than 57 cm (22 ½ inches) in diameter and no more than 66.05 cm (26 inches) in diameter with the tyres inflated. Quick release axles are not recommended but may be used if the release levers are taped or wired in the locked position.
- Handlebar grips that cover the ends of the handlebars are mandatory.
- As a minimum, a rear brake is required. A front brake can also be used but is not mandatory.
- Though unusual, multiple gear systems are allowed.
- For BMX, the bicycle may be driven either by a chain or a belt of one-piece construction.
- Number plates corresponding to **ARTICLES 6.1.090 - 6.1.093** must be used in practice and competition.

### DIAGRAM. Format of bicycles in BMX events

In staging and on the start hill, Commissaires should be vigilant for bicycles that do not belong in competition – mainly bicycles with some safety problem such as uncovered handlebar ends or equipment that has obviously been modified. No formal bicycle inspection is carried out; it is the responsibility of the riders (or their parents, in the case of younger riders in the challenge categories) to use equipment that complies with the regulations.

If non-compliant equipment is discovered, then the rider should not be allowed on the track. If it is discovered during or following a race, then the rider in question should be relegated.



In the event that a rider wilfully tries to enter a race with a bicycle that does not comply with the regulations in order to gain an advantage (e.g. a 20" bicycle with wheels that are too big), the UCI can decide to suspend the rider (as per **ARTICLE 6.1.068**) in addition to any other penalty that may be applied by the Commissaires (which in this example would be disqualification).

The best place to identify non-compliant equipment is in staging. It is important for staging to be operated during practice in the same way that it is during the race. In this way the riders become accustomed to the staging system and Commissaires can scan the riders for non-compliant equipment in the same way in both practice and racing.

If a rider's equipment does not comply, he or she is removed from staging and asked to resolve the problem. Ideally, all riders who progress as far as the start hill should have the correct equipment.





## LEARNING OUTCOMES

### ELITE NATIONAL AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Explain the general equipment regulations that are applicable to BMX.
- Explain the specific BMX regulations concerning bicycles.
- Describe how bicycles are checked before riders are allowed on the track.
- Explain how riders are dealt with if an equipment problem is discovered following a race.



### WHAT TO DO

- Ensure that the staging officials and Commissaires are vigilant for equipment problems during practice.
- Whenever an equipment problem is encountered, it is important to explain to the rider why it is a problem and what they must do to resolve it.



### WHAT NOT TO DO

- Neglect to enforce the equipment rules during practice and then begin to enforce them during competition. The rules must be enforced consistently throughout the event.

## 5.2. CLOTHING AND IDENTIFICATION OF RIDERS

### 5.2.1. BMX CLOTHING



#### ARTICLES 6.1.081 - 6.1.086

Describe the type and format of clothing that must be worn in BMX events.

#### ARTICLES 1.3.035 to 1.3.071

Describe the regulated layout for various "special" jerseys, such as National Champion and World Champion jerseys, and also describe the circumstances in which such jerseys must and must not be worn.



As with the regulations concerning bicycles, two sections of the UCI Regulations concern clothing worn in BMX races.



As per **ARTICLE 6.1.082**, BMX jerseys must conform to the following parameters:

#### CHECK-LIST – BMX JERSEYS

- Be generally loose and have long sleeves which extend to the rider's wrists.
- Be of a type specifically sold for use in BMX, Moto-cross or Mountain Bike Downhill events
- Custom produced jerseys matching the regulation are allowed.
- Restrictions: no road style jerseys, skinsuits, or one piece suits comprising the jersey and pants / shorts; no zippers (other than a short 10cm or less zipper at the collar).
- Jerseys are either close fitting around the waist, or if very loose should be tucked in to avoid interference.
- Elite riders with permanent numbers world number 1 - 8 may print their number on the back of their jersey (but are not required to do so); no other riders including Juniors, challenge and masters riders are allowed to print a number on the back of their jersey.
- All riders may print their name on the back of their jersey
- At Continental Championships (championship categories only) and UCI World Championships (all categories), riders must wear their national BMX jersey (advertising on such jerseys may vary from rider to rider; such advertising is the responsibility of the National Federation).





As per **ARTICLE 6.1.085**, BMX pants must conform to the following parameters:



#### CHECK-LIST – BMX PANTS

- Long pants or shorts with acceptable leg protections.
- Be of a type specifically sold for use in BMX, Moto-cross or Mountain Bike Downhill events.
- Long pants must be of loose fitting and made of tear-resistant material and cover the entire leg until just above the shoe or angle.
- Shorts must be loose fitting and made of tear resistant material, must be combined with leg protection that covers the entire knee and shin until just above the shoe or ankle; such leg protection must be of a type specifically sold for use in BMX, Moto-cross or Mountain Bike Downhill events
- Restrictions : pants or shorts composed of tight fitting stretch material are not permitted (though such pants or shorts may be worn under acceptable pants or shorts and leg protection, or to cover acceptable shin protection)



Commissaires must also be familiar with the general articles of the UCI Regulations regarding riders' clothing in Part I, "General Organisation of Cycling as a Sport". Of particular importance are the articles that describe the duty of national and world champions to wear the distinctive champion's jersey, as well as the layout/form of these jerseys



#### WORLD CHAMPION'S CLOTHING AND RAINBOW COLOURS (ARTICLES 1.3.060 TO 1.3.067)



- The rainbow design of the World Champion's jersey is the exclusive property of the UCI (copyright). Any commercial use of the rainbow colours is prohibited.
- The design of the World Champion's jersey is strictly regulated and the placement of advertising is clearly defined.
- Only the reigning World Champion may incorporate the rainbow colours on his or her equipment (bicycle, helmet, shoes, etc.).
- The World Champion's may only use such equipment in events of the discipline, specialty and category in which he or she won the title.
- Any equipment bearing the rainbow bands must be submitted to the UCI for approval.
- World Champions are obliged to wear their World Champion's jersey at all public appearances (races, podium ceremonies, press conferences, interviews, photo shoots, etc.).
- The rainbow colours may not be used during the World Championships as the title of World Champion's is at stake.
- All former World Champions have the right to incorporate rainbow piping on the collar and sleeve cuffs of their jerseys. The former World Champion may only wear such jerseys in events of the discipline, specialty and category in which he or she won the title.
- As is the case for the reigning World Champion, the jerseys of former World Champions featuring rainbow piping must be submitted to the UCI for approval.
- However, apart from rainbow piping on the collar and cuffs of a jersey, former World Champions do not have the right to use the rainbow colours on other equipment.



### NATIONAL CHAMPION'S CLOTHING (ARTICLES 1.3.068 AND 1.3.069)

National Champions are obliged to wear their distinctive jersey in events that are of the same discipline, speciality and category in which they won their title.

National Federations are responsible for the design of the National Champion's jersey. National Federations are also responsible for approving, checking and issuing sanctions regarding the jerseys of their National Champions.

Only the reigning National Champion is allowed to add national colours to his or her equipment (bike, helmet, shoes, etc.).

Instead of a National Champion's jersey, it should be noted that BMX National Champions can wear a jersey with the left sleeve made to look like the flag of their country, with no advertising on that sleeve (ARTICLES 1.3.069).

However, either the National Champion's jersey or the jersey with the left sleeve made to look like the flag of their country must be worn.



### NATIONAL TEAM CLOTHING (ARTICLES 1.3.056 TO 1.3.059)



- It is obligatory for riders to wear national team clothing during the World Championships, Continental Championships (championship categories only for BMX) and Olympic Games.
- Advertising placement is reserved for the National Federation.
- However, the National Federation may grant some advertising placement to the personal sponsors (teams) of the selected riders.
- World, continental and National Champions must also submit to this rule and wear their national team clothing during the said events. For example, former World Champions are not authorised to use rainbow piping on the collar or sleeve cuffs of their national team clothing during the World Championships.



### ORDER OF PRIORITY (ARTICLE 1.3.071)

Unless otherwise specified and for all disciplines, should various provisions requiring the wearing of different jerseys apply to the same rider, the order of priority shall be as follows:

1. leader's jerseys of a stage race,
2. World Champion's jersey,
3. leader's jersey of a UCI Cup, circuit, series or ranking,
4. Continental Champion's jersey (not mandatory as per ARTICLE 1.3.070),
5. National Champion's jersey,
6. national team jersey.

#### NOTE

The national team jersey must always be worn for the Olympic Games, World Championships and continental championships regardless of whether or not the rider in question is currently a national or World Champion.

### 5.2.2. IDENTIFICATION OF RIDERS



As per **ARTICLES 6.1.090 - 6.1.093**, riders are recognised by identification numbers: a handlebar plate conforming to the dimensions found in **ARTICLE 1.3.075** and, for events where it is required by the technical guide (for use by the timing system), lateral number plates as per **ARTICLE 6.1.092**.

If a rider's bike does not feature the required number plates, he or she is not allowed on the track, regardless of the stage of competition.

#### NOTE

If a rider's number plate is damaged following a crash and cannot legitimately be repaired or replaced in time for the rider's next race, Commissaires are encouraged to show leniency.

If a rider does not have a UCI permanent number, then as per **ARTICLE 6.1.093**, a random number is assigned at each event. For the elite and junior categories, these should be numbers that are not reserved as UCI permanent numbers (a list of available numbers is provided by the UCI website).

### INTERNATIONAL ELITE NUMBER



**ARTICLES 6.1.094 - 6.1.098** describe the International Elite Number System. The key points are:

- Available only to elite men and women.
- Once chosen, a number is reserved for the rider in question and cannot be used by any other elite or junior rider.
- The number remains allocated as long as the rider earns UCI points in the season; however, the number again becomes available if a rider finishes the season on 31 December with no UCI points. In this case, they must give up the number and reapply for it at the start of the next season.
- Numbers 1 to 8 are reserved for the top eight finishers in the UCI BMX World Championships to use during the following season. A rider may choose to use an earned number until the next World Championships. Their career number will be reserved for them during this time.
- As described in **ARTICLE 6.1.097**, all riders with a permanent number (and none other) may but are not required to have that number printed on the back of their jersey

## NUMBER PLATE COLOURS



As per **ARTICLE 6.1.091**, number plates must be printed in the following colours:

<b>Men / Women Elite</b>		white plate, black numbers	<b>NUMBER</b>
<b>Men / Women Junior</b>		black plate, white numbers	<b>NUMBER</b>
<b>Challenge/ Masters Level</b>	Men / Boys / Masters	yellow plate, black numbers	<b>NUMBER</b>
	Women / Girls	blue plate, white numbers	<b>NUMBER</b>
	Cruiser	red plate, white numbers	<b>NUMBER</b>



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Describe the format and manufacturing design of clothing that riders are allowed to use in BMX races.
- Describe the types of clothing that are specifically forbidden for BMX races.
- Explain the format/layout and usage of the various distinctive jerseys (World Champion, National Champion, national team).
- Describe the order of priority in which various types of jersey must be worn if a rider is entitled to wear more than one jersey.
- Explain the regulations regarding number plates (colour and format).
- Describe the regulations concerning UCI permanent numbers.

#### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Explain where the permanent number listing can be found and how to apply it to riders with and without permanent numbers.



### WHAT TO DO

- Ensure that the format of clothing is checked both during practice and racing (in staging).
- If a rider's clothing is incorrect, the rider should not be allowed on the track. Furthermore, the applicable penalties should be imposed (see examples in [section 4.5.2](#) of this guide).

## 5.3. RIDER EQUIPMENT



In addition to the rules concerning jerseys and pants, certain protective equipment is required by riders in BMX events. The riders' obligations concerning this equipment are described in **ARTICLES 6.1.080 - 6.1.089** of the UCI Regulations.

Specifically



### ARTICLE 6.1.080

For BMX, the bicycle may be driven either by a chain or a belt of one-piece construction.



### ARTICLE 6.1.081

Helmets must be of full face construction, and must be equipped with a visor that has a minimum length of 10 cm. Open face helmets are not allowed. In accordance with article 1.3.002, neither the helmet nor its visor may be modified. Helmets must be worn with the straps securely fastened whenever a rider is practicing or racing or is otherwise within the track boundaries.

When racing, from the start of a heat or run until the point in time when a rider completes the heat or run by crossing the finish line, if a rider's helmet is removed for any reason, that rider shall be considered as having abandoned the heat or run in question and will be scored as Did Not Finish (DNF).

The UCI strongly recommends that riders wear the following protection:

- Back, elbow, knee and shoulder protectors made of rigid materials
- Protection of the cervical vertebrae.



### ARTICLE 6.1.086

Whenever riding or racing on the track, all riders must wear gloves whose fingers completely cover the rider's finger tips.



### ARTICLE 6.1.087

Any added aerodynamic accessories on personal equipment is not permitted.



### ARTICLE 6.1.088

Cameras are not permitted during racing. Otherwise, the riders are responsible for securing the fixation of the cameras in order to avoid any danger. The UCI can decide to allow a camera during racing but only for the usage of the TV production company. Metal / permanent fixtures to attach the cameras are not allowed, tape and velcro are allowed. Cameras (as described above) may only be used by riders in the Championship level categories.



### ARTICLE 6.1.089

Any use of radio links or other remote means of communication by the competitors is not permitted.

**ARTICLE 6.1.088** also forbids the use of cameras during racing (only allowed during practice). The UCI may decide to allow cameras during racing, but only for the use of the TV production company. Metal fittings or permanent fixtures to attach cameras are not allowed. the general practice at the moment, in order to avoid modification of equipment (forbidden by article 1.3.002), onboard cameras can only be attached to the helmet visor and not to the helmet itself. Also, such cameras, where allowed, are only allowed for the championships categories.

Finally, **ARTICLE 6.1.089** forbids the use of radio links or any other remote means of communication by competitors.

Several of the general UCI Regulations concerning equipment apply, in particular, **ARTICLE 1.3.031** concerning helmets. This article requires helmets to be worn during competitions and training sessions. Riders are also responsible for ensuring that:

- Their helmet is approved in compliance with an official safety standard.
- Their helmet is correctly adjusted with the chinstrap fastened.
- They only use a helmet which has not been altered or had any design or structural elements added or removed.
- Their helmet is still safe to use if it has been involved in a crash.



From a practical point of view, this means that riders must wear their helmets whenever they are in the track infield, whether riding or not.

The only exception is when talking to their manager or coach in an area specifically designated by the Commissaires' Panel for this purpose (championship categories only; usually only at Supercross events and the World Championships).



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain the rules concerning mandatory protective equipment.
- Explain when cameras can and cannot be used.
- Explain when helmets must be worn.
- Briefly describe the minimum requirements for a helmet and how to wear it.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Explain what action may be taken if a rider enters the track without the correct equipment after being asked to comply with the regulations.



## WHAT TO DO

- Check the riders in conjunction with the staging Commissaires, especially during the practice and warm-up sessions, in order to ensure that riders are informed if they do not comply with the regulations.
- Ensure the consistent enforcement of the regulations for all competitors during both practice and racing.



## WHAT NOT TO DO

- Do not be inconsistent. Inconsistency leads to confusion and ends up making the Commissaire's role more difficult, as riders do not know what is permissible and what is not. Consistency facilitates a smooth-running event.

# WORLD CHAMPIONSHIPS

## CHAPTER 6 AFTER THE RACE



The work of the Commissaires' Panel does not end when the race is finished. There are a number of administrative and supervisory tasks that take place after the race for which the Commissaires' Panel is responsible.

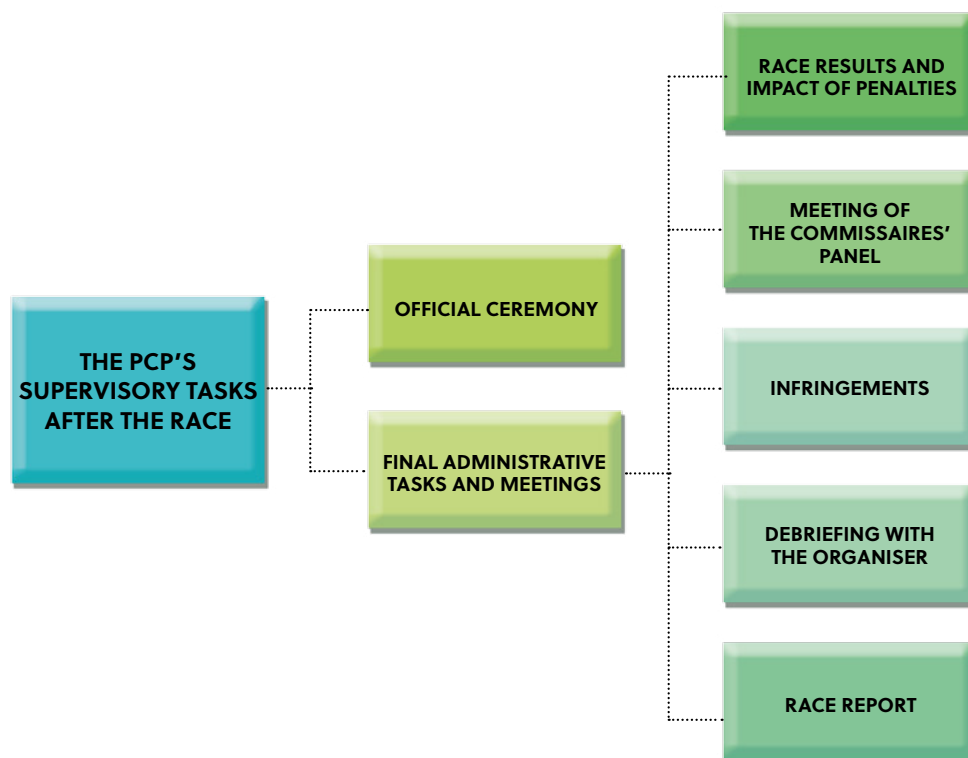


DIAGRAM. PCP's supervisory tasks after the race

## 6.1. OFFICIAL CEREMONY (PODIUM)



The presentation of awards (podium ceremony) is conducted under the responsibility of the President of the Commissaires' Panel (PCP) as soon as possible following the end of the race. The role of the PCP in this regard is to ensure that the three (3) highest-ranked riders (or possibly more, as specified in the competition guide) appear in competition clothing – jersey and racing pants – and that their behaviour on the podium is dignified and respectful. The requirement to appear at the podium ceremony also extends to riders leading the series of races, as described in the competition guide.

### NOTE

Some competitions, for example National Championships or World Championships, have specific regulations which prohibit riders taking certain things on the podium with them. Examples include sunglasses, hats, helmets and bicycles. Such restrictions are announced in the competition guide. The display of items such as these is usually allowed in most national and international competitions, unless specifically prohibited.

Any rider required on the podium but who does not appear is sanctioned unless they have been previously excused for a reason accepted by the PCP.

### NOTE

An early flight following the race is not usually accepted as an excuse.

## 6.2. FINAL ADMINISTRATIVE TASKS AND MEETINGS

There are several administrative tasks that require the attention of the Commissaires following the race, particularly the PCP and secretary. These include:

- Establishing the final results.
- Dealing with any remaining infractions of the regulations and applying penalties.
- Dealing with appeals. As per the UCI Regulations, appeals against the decisions of Commissaires concerning race incidents are not permitted. However, as a general statement, the role of the Commissaires is to ensure that the race is run in a manner fair to all participants while respecting the regulations and ensuring that the results are correct. This is best done by being available to explain decisions, if asked to do so.
- Dealing with any protests concerning the finish order of races (i.e. the finals; all other protests from earlier stages of the competition are dealt with before the next round is raced).

Though formal appeals concerning decisions are not allowed, it is wise to listen to the opinions of riders and team managers, as long as the discussion is respectful and productive. Listening to the views of managers and riders does not oblige Commissaires to change their decisions; however, it does demonstrate respect for others, which in turn generates respect for the Commissaires themselves. Also, from time to time, new information can be provided which may change the Commissaires' assessment of the situation, if this information can be verified.

### 6.2.1.

#### RACE RESULTS AND IMPACT OF PENALTIES



Once the secretary is satisfied with the format of the results and the PCP has confirmed that there are no penalties from the finals, the results are reproduced and distributed by a member of the organisation. - Send the results in the UCI DataRide system by transferring the results in the required format (Excel, ODF or into the web form).

The race results should include, at least, the following information:

- The finish position of each rider.
- The surname and first name of each rider.
- The UCI ID of each rider.
- The team of each rider (not mandatory).
- The lap time of each rider, if established by the timing system, or other information indicating:
  - Did Not Finish (DNF) riders,
  - Did Not Start (DNS) riders,
  - Relegated (REL) riders,
  - Disqualified (DSQ) riders.

Before the results are finalised, the PCP should confirm with the Commissaires' Panel that there are no decisions from the finals that could change the results. If necessary, the Commissaires' Panel hears the reports of officials who have seen race incidents that could be sanctioned.

Before making any decisions, the Commissaires' Panel must be in possession of all the reliable information, either on video (taken from an unbiased source, with a clear, unobstructed point of view and demonstrating the full context of the situation) or from an official providing trustworthy evidence. If there is any doubt, no decision can be taken.

#### NOTE

Races are increasingly being filmed with digital devices such as mobile phones, tablet computers (e.g. Apple iPad) and digital cameras. Team managers, coaches and spectators all video races. Should there be a controversy surrounding a race, it is almost inevitable that many different videos of the incident will surface.



Commissaires may exceptionally agree to consider video evidence when deciding what to do, but they must be conscious of the source and the completeness and clarity of the video. Video footage from any person with a possible interest in the outcome of a decision should generally not be considered, as the video may have been recorded with bias towards this person's interests (i.e. the video may be incomplete, somehow obscure the full context of what happened or may simply be shot from an angle that makes the incident appear more or less serious than it actually is). The Commissaires' Panel must always exercise judgement over the use of video evidence in making their decisions.

### 6.2.2. MEETING OF THE COMMISSAIRES' PANEL

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Following the conclusion of the race, it is important for the PCP to hold a debriefing with the members of the Commissaires' Panel. This debriefing is held for several reasons:

- For each member of the Commissaires' Panel to discuss the race from the point of view of his or her particular function within the panel, especially to describe any problems or issues that should be improved by the organisation for future events.
- For the entire panel to share their experiences at the race; this helps all Commissaires add to their skills and knowledge of the sport.
- For the PCP to give his or her own perspectives on the race and to provide any further feedback to the panel concerning its performance.

It should also be noted that the discussions held during the Commissaires' debriefing are valuable for helping the PCP draw up the event report.

### 6.2.3. THE PRESIDENT OF THE COMMISSAIRES' PANEL AND THE ORGANISER

---

Out of respect for the organiser, and also for their information, **the PCP must carry out a "debriefing" with the organiser** in order to explain his or her point of view on aspects that could be improved and to provide any advice or suggestions that could be helpful. This meeting should demonstrate the positive aspects of the PCP's job, showing that the role is not merely regulatory. The PCP should distinguish between important points that have to be included in the report and minor improvements that could easily be made and do not need to be mentioned.

It is very important to make the organiser aware of the recommendations for improvement that you plan to include in your race report. In this way, both the NF (or UCI) and the organiser have a record of these recommendations.

It is very important to make the organiser aware of the recommendations for improvement that you plan to include in your race report. In this way, both the NF (or UCI) and the organiser have a record of these recommendations.

#### 6.2.4. INFRINGEMENTS

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If there are any penalties, these are notified in the results and on moto sheets (i.e. official warnings, relegations and disqualifications). This can also be done in a **communiqué** published with the results. The PCP draws up a detailed account of the circumstances of any unusual race incidents that go beyond "normal" race incidents such as relegations for interference.

This is attached to the official race report signed by the PCP (the circumstances of official warnings and disqualifications are also normally described in the report).

#### IN THE EVENT OF PENALTIES

Ideally, the PCP should inform all relevant parties (rider, team manager, etc.) of the nature of the penalties and why they were imposed. The PCP may also consider the opinions of the riders or team managers concerning the penalties (listening to these opinions can help the Commissaires gain the respect and trust of the riders). If relevant information is presented and can be confirmed (or at least presents a reasonable doubt) the situation can be further examined with the Commissaires' Panel. If a change is to be made to the penalty, then the interested parties should be informed.

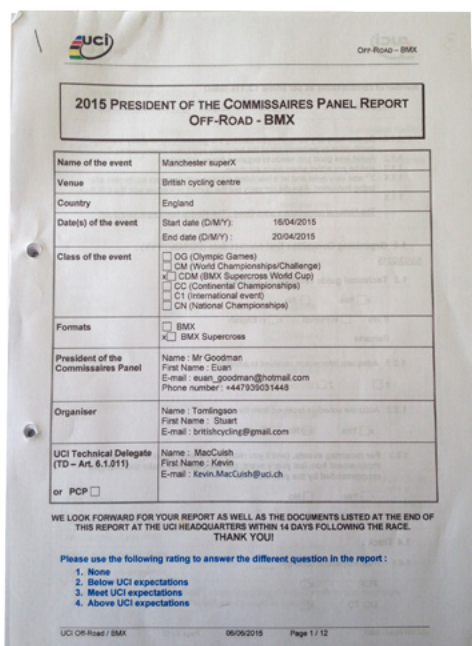
- Decisions are announced solely by the PCP.
- Written appeals are not considered; Commissaires' decisions concerning race incidents cannot be appealed.
- Penalties at BMX events must be notified in the race results for the moto in question. If this cannot be done in the results, then a communiqué is issued, as per the example below:

*Communiqué n° XXX*

*DECISION BY THE Commissaires' Panel*

- *The rider [RACE NUMBER] [SURNAME] [FIRST NAME] [TEAM] [UCI ID].*
- *Reason for the penalty.*
- *Fine, time penalty, disqualification, etc.*
- *Reference to article number in NF or UCI penalty scale.*

## 6.3. THE RACE REPORT



The image shows a printed form titled "2015 PRESIDENT OF THE COMMISSAIRES PANEL REPORT OFF-ROAD - BMX". The form is filled out with the following information:

Name of the event	Manchester superX
Venue	British cycling centre
Country	England
Date(s) of the event	Start date (D/M/Y): 16/04/2015 End date (D/M/Y): 20/04/2015
Class of the event	<input type="checkbox"/> OG (Olympic Games) <input checked="" type="checkbox"/> CM (World Championships/Challenge) <input checked="" type="checkbox"/> CDM (BMX Supercross World Cup) <input type="checkbox"/> CC (Continental Championships) <input type="checkbox"/> C1 (International event) <input type="checkbox"/> CN (National Championships)
Formats	<input type="checkbox"/> BMX <input checked="" type="checkbox"/> BMX Supercross
President of the Commissaires Panel	Name: Mr Goodman First Name: Euan E-mail: euan_goodman@hotmail.com Phone number: +447935531448
Organiser	Name: Tomlinson First Name: Stuart E-mail: britshcycling@gmail.com
UCI Technical Delegate (TD - Art. 6.1.2.11) or PCP <input type="checkbox"/>	Name: MacCush First Name: Kevin E-mail: Kevin.MacCush@uci.ch

WE LOOK FORWARD FOR YOUR REPORT AS WELL AS THE DOCUMENTS LISTED AT THE END OF THIS REPORT AT THE UCI HEADQUARTERS WITHIN 14 DAYS FOLLOWING THE RACE. THANK YOU!

Please use the following rating to answer the different question in the report :

1. None
2. Below UCI expectations
3. Meet UCI expectations
4. Above UCI expectations

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After the race, the PCP has further administrative work to complete. It is the PCP's responsibility to ensure that the results are sent to the NF for national races and to the UCI for international races. The PCP also compiles a race report, which is similarly sent to the NF for national races and the UCI for international races.

For international Commissaires working as the PCP at international races, the UCI Commissaires' Extranet provides a report form that must be filled out and sent by post to the UCI for each race. For national events, the report form or procedure required by the NF should be used instead.

The general purpose of the race report is to inform the NF or UCI about the following points:

- How well the organiser, venue and course complied with NF or UCI Regulations.
- A summary of participation in the event.
- The details of any race incidents, problems or other unusual circumstances.
- The details of any monetary fines that were applied (using the Penalty Form).
- The recommendations for improvement given to the organiser.

The race report is accompanied by supplementary information, such as the race results, moto sheets, competition guide and communiqués by the Commissaires' Panel. Also, if the PCP was appointed by the UCI, the expenses sheet is provided along with any applicable receipts.

The race report must be comprehensive. This is important because the report features information and recommendations that the UCI sends to the organiser to improve the following year's event and to evaluate any requests from the organiser to improve the class of the race, e.g. in support of an application by the organiser to host a World Cup event. The PCP also checks that all the suggestions from the previous year have been implemented; if this has not been done, the UCI should be informed in the race report.

The UCI staff receiving the reports take all comments made by the PCP into account. This is the most important part of the report as the comments give the UCI the best indication of the quality of the race in question.

All of these documents are sent to the NF for national races and to the UCI for international races. The PCP always keeps copies.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain the responsibilities of the PCP with respect to the podium ceremony.
- Describe the post-race administrative procedures required by their National Federation.
- Describe the process and regulations used to penalise riders at national races in their country, as well as any applicable appeal process in their NF regulations.
- Explain the reasons to debrief the organiser and the Commissaires' Panel.
- Describe the impact of any penalties on the race results before they are declared final.
- Explain whether or not appeals are allowed concerning race incidents.

### INTERNATIONAL COMMISSAIRES

Additionally, international Commissaires should be able to:

- Explain how to fill out the Penalty Form found on the UCI Commissaires' Extranet.
- Describe how to complete the UCI BMX race report found on the UCI Commissaires' Extranet.
- Explain the responsibilities of the PCP after an international race.
- Explain what is required of the secretary after an international race.



### WHAT TO DO

- Upload the results into DataRide System
- Be sure that you discuss all recommendations that will feature in your report with the organiser, paying particular attention to points for improvement.



### WHAT NOT TO DO

- Do not ignore your responsibility to debrief the organiser and the Commissaires' Panel after the race. These opportunities to both give and receive feedback help the organiser and other Commissaires improve. They may also give rise to valuable comments that may help you improve your own performance.

**CHAPTER 7**  
**ANTI-DOPING**

# **CONTRÔLE ANTI-DOPAGE**



As specified by the World Anti-Doping Code, the UCI has the obligation, as is the case for all International Federations, to plan and organise anti-doping controls.

The objective of this chapter is not to instruct National and International Commissaires on how to carry out anti-doping controls, but rather to draw their attention to the responsibility that is borne solely by Doping Control Officers (DCO) trained by the Cycling Anti-Doping Foundation (CADF) and agents trained by National Anti-Doping Organisations (NADO).

## CYCLING ANTI-DOPING FOUNDATION (CADF )



The UCI has mandated the Cycling Anti-Doping Foundation (CADF), a foundation organized under the laws of Switzerland, for the purpose of managing anti-doping activities on behalf of UCI, i.e., in particular:

- Planning effective Testing, Registered Testing Pool (RTP) management,
- Biological Passport Program (Hematological and Steroidal),
- Results Management (initial review) and administrative support for the management of Therapeutic Use Exemptions (TUE).

As such, the CADF is responsible for the planning and execution of sample collection process at event.

## CADF DOPING CONTROL OFFICERS (DCO)



Doping Control Officers, trained and accredited by the CADF, play an important role in protecting riders' rights.

- DCOs act in accordance with procedures/directives.
- They listen to the riders' opinions.
- They behave in a professional manner at all times.
- They are authorised by the CADF.
- They must renew their accreditation every two years.

## DOPING CONTROL STATION



The doping control station shall be solely used for anti-doping purposes.

- The doping control station shall be located in the immediate vicinity of the finish area.
- The doping control station must respect the riders' privacy.
- Access must be restricted solely to accredited persons involved in the anti-doping control, i.e.:
  - the riders,
  - team assistants, doctor or interpreter (one per rider), totalling two people per rider (three for minors),
  - CADF Doping Control Officer and staff,
  - other individuals authorised by the CADF (observers).

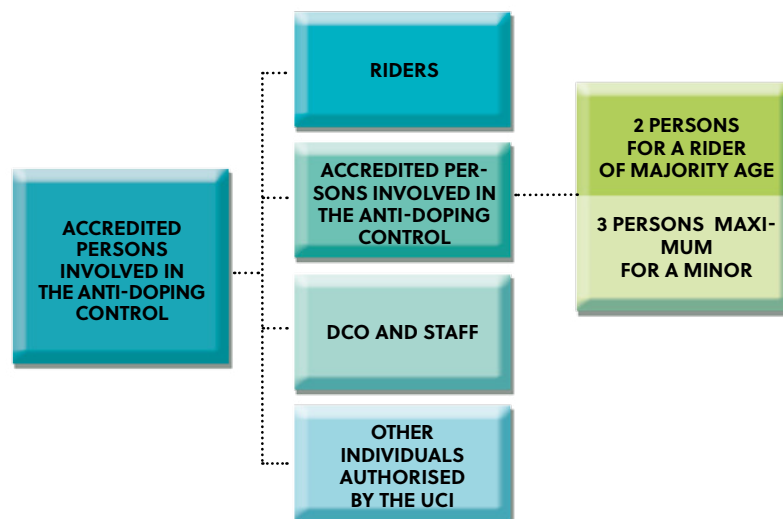


DIAGRAM. Access to the doping control station

## SELECTION OF RACES

UCI International Events, defined annually by the CADF, are submitted to anti-doping controls according to the UCI Anti-Doping Rules.

Doping controls, conducted under the authority of UCI are organized by the CADF.

Now the event is either listed as a UCI International Events for which UCI is the testing authority, or it is a National Events for which the NADO is in general the testing authority.

## SELECTION OF RIDERS TO BE TESTED

The CADF may designate which riders are to be tested at a specific event and issue corresponding instructions to the DCO. If such instructions are not issued, the DCO will test riders according to current procedures.

## THE ROLE OF THE DOPING CONTROL OFFICER (DCO)

The DCO carries out the following tasks:

- **Contacts the organiser** on receiving the letter of confirmation of appointment in order to confirm certain practical arrangements: equipment, staff, infrastructure, transport of samples, etc.
- **Attends the sport directors' meeting** to provide information on the practical details of the controls.
- **Inspects the doping control station** to ensure it complies with the regulations: layout, equipment, drinks, etc.
- **Instructs the sample collection personnel (chaperones, sample witness)** and explains the procedures to be observed.
- **Posts the list of riders to be tested** at the entrance to the doping control station and at the finish line if applicable.
- **Carries out controls:** Every rider to be tested must attend the doping control station as soon as possible and at the latest 30 minutes after finishing the event.  
If the rider is taking part in an official ceremony or attending a press conference in accordance with the regulations, this deadline shall be 30 minutes from the end of the ceremony or the time at which the rider is no longer required to attend the press conference, depending on which of these two events is the latest.
- **Sending the samples to the laboratory:** the DCO is responsible for sending the samples with the assistance of the organiser.

- **Sending all documentation relative to the anti-doping mission to the CADF** as soon as the race ends:

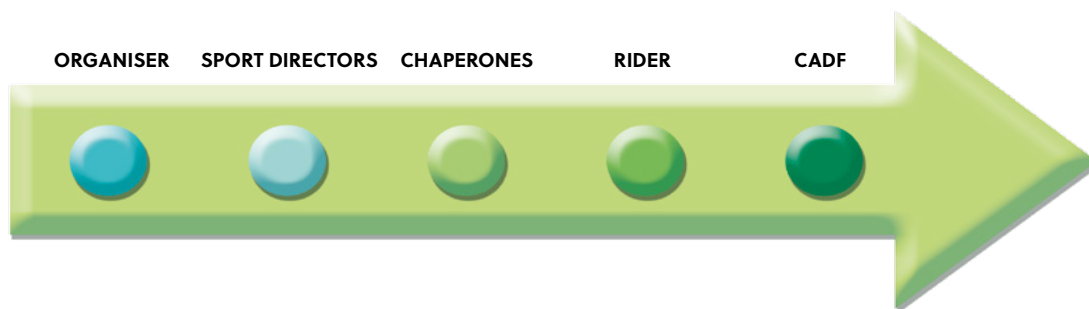


DIAGRAM. Sequence of contacts of a Doping Control Officer



## LEARNING OUTCOMES

### ELITE NATIONAL AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Know who is responsible for setting up the anti-doping control station.
- Know that a DCO should be allowed to intervene during the sport directors' meeting.
- Describe which organisation selects riders to be tested.
- Understand the organisation of the doping control station.
- Identify chaperones and knowledge of their roles and limits of action.
- Describe the people who may accompany a rider during an anti-doping control.
- Know the UCI Anti-doping Rules.



### WHAT TO DO

- Discuss any problems encountered with the DCO.
- Refrain from making comments or statements on the anti-doping procedures.
- Assist any rider who cannot find the doping control station to get there in time.



### WHAT NOT TO DO

- Enter the restricted anti-doping control area without authorisation.
- Give an opinion on a test or the result of an analysis.
- Fail to help a team assistant who cannot find the list of riders to be tested.

## CHAPTER 8

### ENVIRONMENT



## 8.1. THE RECYCLING GUIDE

Cycling, by its nature, is a flagship activity among sports that respect the environment as it:

- is a non-polluting means of transport,
- can be practised at any time,
- is suitable for all ages,
- can be practised all around the world.

However, despite cycling's natural benefits, the cycling community – in particular event organisers and national federations – still need to encourage and promote reflection on these advantages.

With this in mind, the UCI has drawn up a practical toolkit entitled reCycling, a guide inspired by the principles of the IOC Olympic Charter, the Olympic Movement's Agenda 21 and the IOC Guide on Sport, Environment and Sustainable Development.

The objective of the guide is to assist organisers in preparing, running and further developing their events in harmony with nature and without incurring additional costs.

### HOW DOES THE GUIDE WORK?

The three pillars of the guide

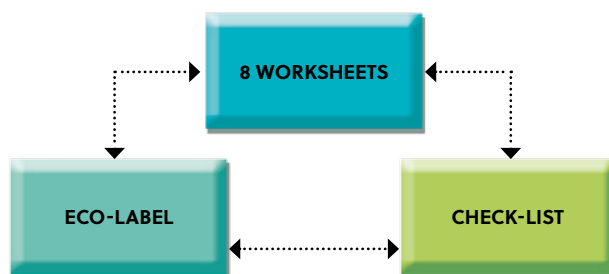


DIAGRAM. The three pillars of the ReCycling guide

- **8 worksheets:** these worksheets are practical tools to help establish a responsible environmental strategy in the key areas of a cycling event.
- **A Check-list:** the Check-list monitors and verifies the application of the environmental initiatives.
- **An eco-label:** this UCI label is awarded to organisers who can demonstrate their commitment and the quality of their environmental procedures.

## WHAT CAN THE ORGANISER DO?

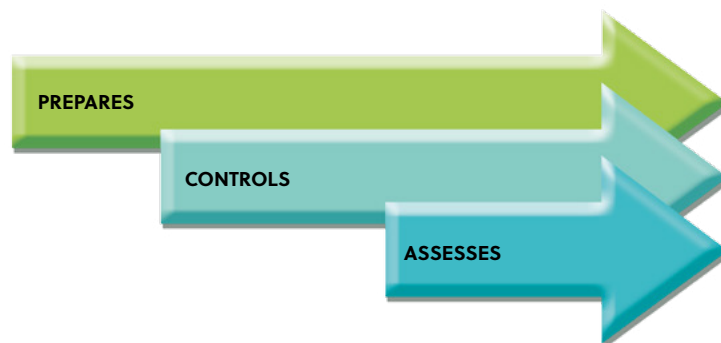


DIAGRAM. The organiser's role

**Preparation for the event:** this involves planning and launching the initiatives that the organiser wants to implement.

**During the event:** implementing the initiatives. The organiser monitors and endeavours to keep control of the situation in the best way possible.

**After the event:** the organiser returns any infrastructures to their original condition. A post-race assessment allows the environmental policy to be improved.

## WHAT CAN THE COMMISSAIRE DO?

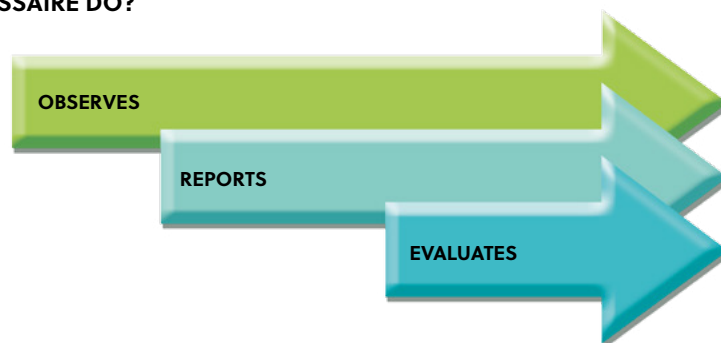


DIAGRAM. The Commissaire's role

The UCI cannot oblige organisers or national federations to implement environmental measures in the management of cycling events. However, the UCI does have a role as an instigator, ranging from raising awareness of problems to offering concrete advice to organisers on how to minimise the impact of cycling events on the environment.

As there is no regulatory framework to oblige organisers to implement environmental measures, the only means that the UCI has to promote its green policies are encouragement, recognition and incentives. Commissaires must be attentive to all environmentally-friendly procedures implemented by an organiser. These positive points can be noted in an annex to the event evaluation report.

## 8.2. PREPARATION FOR THE EVENT

When planning environmental initiatives, the organiser can set targets and organise the event with a view to minimising negative environmental impacts.

### SOME EXAMPLE INITIATIVES

**Public documents:** internal and external communiqués that emphasise the organiser's responsible commitment and desire to organise a greener event. Raising awareness during meetings, including the sport directors' meeting.

- Meetings, official communications, procedures, specifications, explanations, involvement, incentives and empowerment.
- The Commissaire should also check whether the event's technical guide contains a reminder to participants on environmental issues in order to raise awareness.

**Potential risks:** identifying the risks and inviting the stakeholders concerned to implement a high-quality environmental policy.

- Deterioration of the natural environment, damage to infrastructures, sound disturbances, other pollution, waste.

**Official recognition:** recognition of an environmental management plan by an official body.

- Label, recognition, certificate, etc.

**Green transport:** promoting the use of public transport (combined tickets, free public transport to the site), installing signs informing spectators of how many minutes it takes to walk to the event location; favouring alternative solutions such as the use of natural gas, hybrid or electric vehicles; giving detailed plans of the best routes to take to access the sites while reducing transport times; encouraging parking on hard surfaces (asphalt, hard-packed ground, tarmac) to avoid environmental damage in the event of rain.

- Train, shuttle bus, car sharing.



**Action plan:** a plan that provides details of environmental initiatives over several years and the allocation of tasks.

**Communication:** encouraging and promoting environmental initiatives such as the sorting of litter, protecting nature reserves and wildlife areas, appointing an environmental ambassador (e.g. a VIP, former professional cyclist, etc.). Delivering "eco-responsible" messages.

- Event website; posters at registration desk, information points, changing rooms, start and finish, parking areas.



#### Choice of infrastructure:

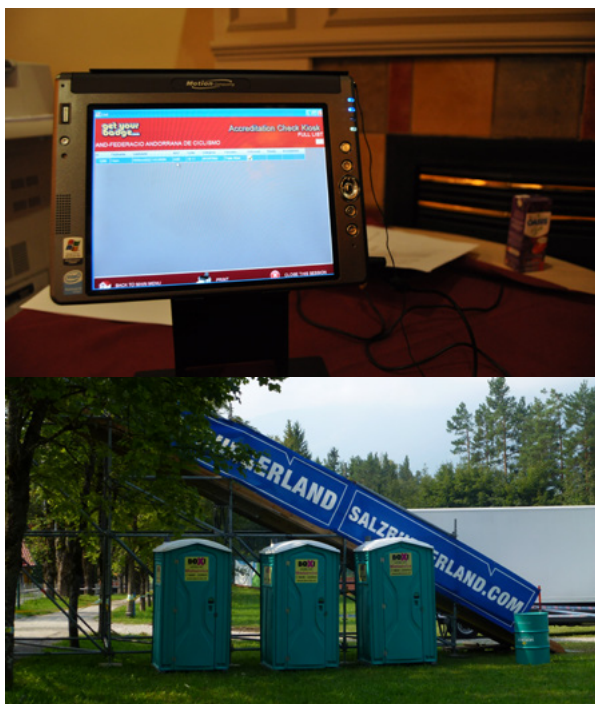
- The use of temporary, modular, reusable and transformable infrastructures rather than building permanent structures.
- The use of environmentally-friendly materials.
- Reducing and optimising energy use: insulation, ventilation, heating, air conditioning, lighting, etc. (preferably certified or approved units).
- Gathering and reusing rainwater.
- Infrastructure that is easily accessible and well served by public transport services. Consideration should also be given to individuals with reduced mobility.

## 8.3. DURING THE EVENT

During the event, the Commissaire focuses on the sporting control of the race. Environmental initiatives put in place by the organiser are not subject to any checks by the Commissaire. However, it is useful to be able to recognise the various initiatives that may be applied.

### 8.3.1

#### SOME EXAMPLE INITIATIVES



- **Paper:** use of recycled paper, printed on both sides, for communiqués; favouring the dispatch of documents in an electronic format; printing in black and white; electronic versions of all documentation relating to the event (route, specific regulations, etc. on USB stick or intranet), screens to provide official information.
- **Transfers:** for XCS events, minimising the distances between stages to reduce CO2 emissions.
- **Litter:** inviting participants to retain their litter until the feed zone so that it can be disposed of in duly indicated waste areas that are cleaned up after the event by the organiser.
- **Toilets:** the use of dry or chemical toilets.
- **Feed zones** and technical assistance areas should be at suitable locations that are accessible and easy to clean and restore; litter collection (skips, etc.) after the feed zone.
- **Signage** should be clear and accurate so that no ecologically fragile areas are damaged. Products that are environmentally-friendly, compostable, recyclable and reusable should be utilised.
- **Noise pollution:** avoid noise pollution as far as possible, e.g. by the use of signs to discourage excessive noise.



- **Air quality:** limit vehicle access as far as possible, enforce no smoking areas, reduce greenhouse gas emissions.
- **Accommodation:** provide accommodation close to the event venue (for both participants and officials).
- **Clean up** event sites after the race.

- **Food and other supplies:** distribute food in packaging that is minimal, recyclable and biodegradable. Favour supplies and services from local providers; use products that are in season.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Describe the UCI reCycling reference guide and the pillars of environmental protection for an event.
- Explain the role of the Commissaire in reporting the organiser's environmental protection initiatives.



## WHAT TO DO

- Inform the UCI of the organiser's environmental arrangements.
- Assess the effectiveness of the arrangements put in place.
- Evaluate the sensitivity of the site chosen for the event.
- Observe the measures implemented for the various parties: teams, riders, spectators, race followers.



## WHAT NOT TO DO

- Highlight ineffective or non-existent arrangements.
- Criticise an organiser for the lack of an environmental initiative: at present the UCI policy is only to encourage organisers.

## CHAPTER 9 MANAGEMENT AND RELATIONSHIP SKILLS



## 9.1. THE THREE CATEGORIES OF SKILLS



As a representative of the UCI and the National Federation, a Commissaire is one of the main stakeholders in a cycling event. Commissaires' behaviour and attitudes are constantly observed, analysed and commented upon. The whole family of cycling may judge a Commissaire on his or her conduct.

It is important for a Commissaire to develop basic managerial and relationship skills to allow him or her to carry out all the necessary functions and achieve the assigned mission in an effective manner.

Commissaires must not only remain calm in all circumstances, they should also, over time, continue to work on their behaviour and approach, develop their expert knowledge and refine their communication techniques.

The Commissaire must develop and broaden skills in three main categories: intellectual, organisational and relationship.

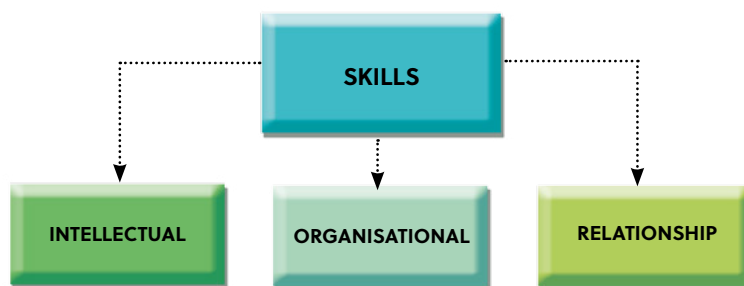


DIAGRAM. The three categories of Commissaire's skills

## INTELLECTUAL SKILLS

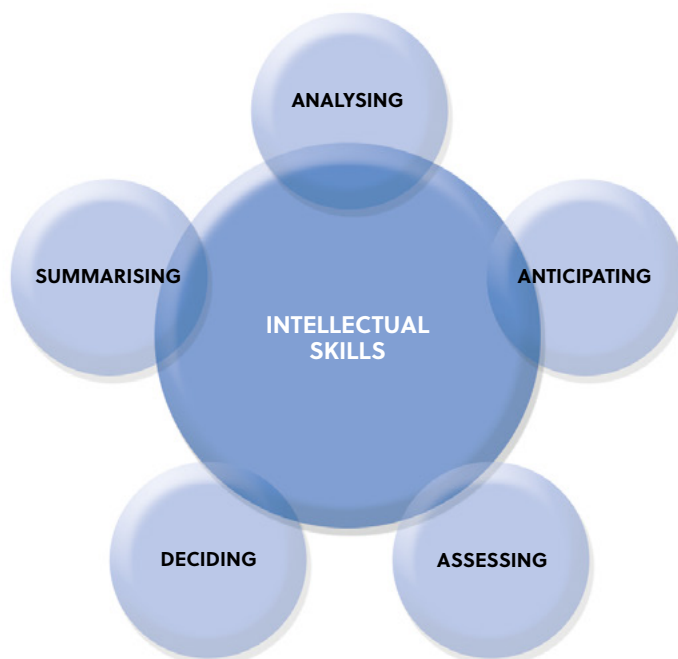
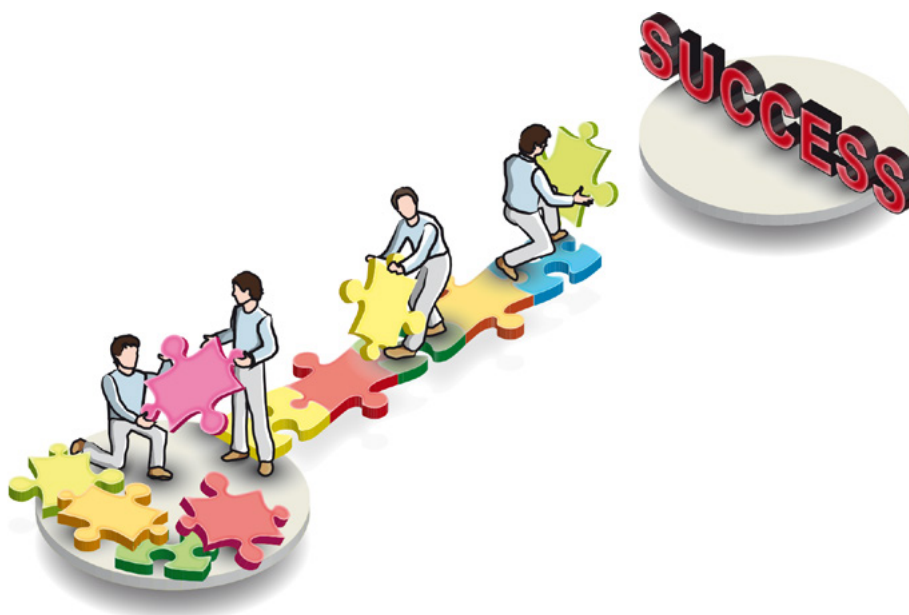


DIAGRAM. The three categories of Commissaire's skills

- **Analysing:** understanding a problem or situation and using it as a means of improvement.
- **Anticipating:** foreseeing a situation before it arises in order to better contain the consequences and limit the effects.
- **Assessing:** assigning a value to an action or issue at the time at which it happens, including by using instinct.
- **Deciding:** making choices after evaluating the risks and weighing up the positive and negative points.
- **Summarising:** collating the essential or important elements of a situation that has occurred in order to present a comprehensive overview that can be understood by parties who are not present.



## ORGANISATIONAL SKILLS



DIAGRAM. A Commissaire's organisational skills



- **Checking:** carrying out verifications of existing information.
- **Coordinating:** bringing several different interacting domains or people together to enhance outcomes.
- **Evaluating:** judging according to precise criteria and material deeds.
- **Managing:** taking charge of a specific or particular action with a clear objective.
- **Organising:** defining and implementing a system that frames and integrates all actions to be conducted by a group of clearly identified people.
- **Planning:** scheduling the expected chronology of tasks, taking care not to leave any quiet periods nor, conversely, overburdening the time available.
- **Verifying:** ensuring that everything is running appropriately, taking stock of recommendations made and observing whether these are understood and applied.

## RELATIONSHIP SKILLS

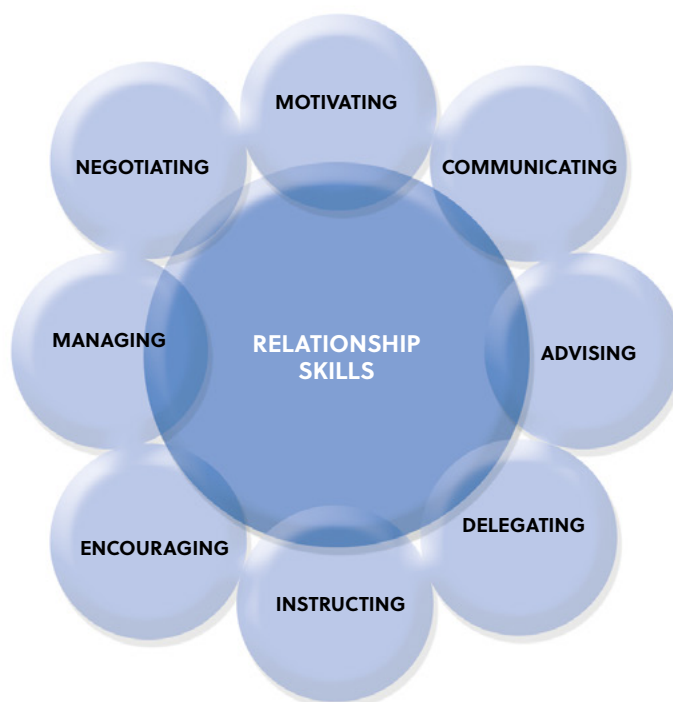


DIAGRAM. A Commissaire's relationship skills



- **Motivating:** boosting the morale of a group of people who come together within a defined framework in order to achieve an objective.
- **Communicating:** encouraging and participating in exchanges that establish clear dialogues. Transmitting information and eliciting responses.
- **Advising:** determining and proposing a solution to a situation that has been encountered.
- **Delegating:** confiding a mission or responsibility to a person with a clear objective over a specific time period.
- **Instructing:** passing on knowledge and assisting others to make progress.
- **Encouraging:** mobilising for a specific action. Creating a group dynamic.
- **Managing:** leading a group in order to favour collective action, integrating and encouraging participation.
- **Negotiating:** reasoning with one or more interlocutors to express arguments or highlight contradictions with the objective of promoting unity or finding consensus for a current issue.

## 9.2. SPEAKING AND INTERVENTIONS BY THE COMMISSAIRE

### 9.2.1

#### LEADING A MEETING

Preparation in advance is essential – this ensures that nothing is forgotten, that a list of those taking part is compiled and makes it more likely that the meeting will finish on time.

- An introduction allows the background and the objective to be established. The goal to be achieved must be understood by all.
- Interventions should be smooth and fluid. Contributions should not be too long and remain objective.
- The conclusion must be the subject of common agreement or clear decisions.
- Essential background information: the objective to be achieved and the time allotted for this.

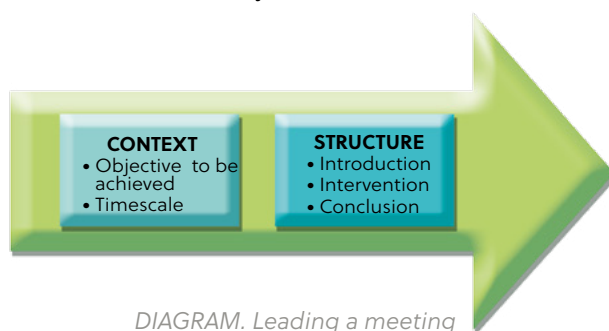


DIAGRAM. Leading a meeting

### 9.2.2

#### ONE-OFF INTERVENTIONS BY THE COMMISSAIRE

The Commissaire may intervene in the following meetings :

- meeting with the organiser,
- Commissaires' Panel meeting,
- briefings set up by the organisation (with motorbike riders, the media, TV production, neutral service, medical service, law enforcement agencies, etc.),
- ad hoc meetings for specific situations.

### 9.2.3

#### GETTING A MESSAGE ACROSS

There are several techniques available to a Commissaire who wants to impart a message:

- **a verbal exchange** (suggesting a change to the organiser, reorienting a colleague official, talking to a rider or sport director to explain a sanction, etc.),
- **written information** (drawing up a communiqué on a change of route, issuing a reminder of a rule or instruction, drawing up a report, etc.),
- **communicating through an intermediary** (asking another Commissaire to pass on information to a team, using an interpreter to overcome language barriers, etc.).

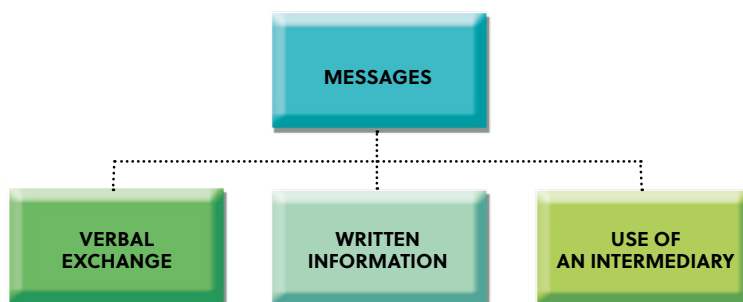


DIAGRAM. Methods of getting a message across

The method used depends on the situation and the desired objective.

A **verbal exchange** leading to agreement should always be preferred as it involves communication with a specific individual (e.g. a sport director who has just committed an infringement – the Commissaire immediately tells this person what has been observed; communication is rapid, clear and accurate).

**Written information** means that there is traceability and no ambiguity for any of the stakeholders involved (e.g. communiqués on changing the start time or the route; these should be written in a straightforward manner that can be understood by all).

It is important for the Commissaire to know to whom he or she should communicate, in this way adapting the intervention to the relevant situation and selecting a suitable moment and method of broaching the subject.

Most important is to use direct, clear and respectful language.

Before any intervention with a third party, the Commissaire must consider the following questions:

- Who am I addressing?
- What is my objective?
- How am I going to present the subject?
- When shall I intervene?

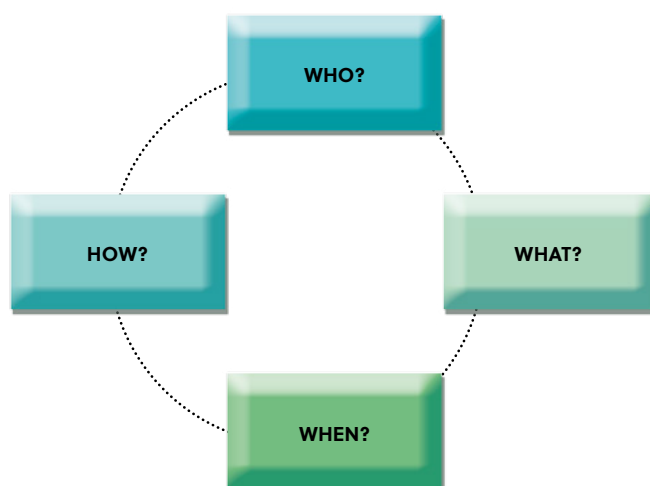


DIAGRAM. Questions to consider before an intervention

#### 9.2.4

#### INTERVENTION WITH THE PARTIES CONCERNED

##### When the Commissaire is led to intervene directly with a rider:

- It is always preferable to avoid this when the rider is making a considerable effort. He or she will not be receptive and the effect could be the opposite of that expected.
- It is often preferable to use the sport director as an intermediary as he or she will have a good idea of the rider's likely reactions or emotions in a given situation.
- If a direct exchange is essential, then in a stage race this can possibly wait until the following day to allow time for reflection, both for the person issuing and the person receiving the information, thus allowing an empathetic response.
- However, in some serious cases, speed is of the essence and the specific information must be imparted immediately while adopting a suitable manner when presenting facts (that may be upsetting for the recipient).

**When a message has to be imparted to the organiser,** consideration should be given to any difficulties or problems that the organiser faces by adapting the terms used to the situation or problem, although without any complacency.

**Messages for teams and sport directors** must be firm. On the other hand, they must emphasise sensitivity and receptiveness if a message is to bear fruit. The aim of the message must be clear, accurate, measured and well received by the recipient.

**Information for the media should be distributed through the organisation.** The objective is to be effective without prejudicing the organisation, as the organisation guarantees the smooth running of the event and facilitates interactions.

**Messages to the Commissaires' Panel or a colleague official** generally concern the rules of operation or the need to reframe the approach after operations have gone off course. There must be consideration of what will be said and why an intervention is necessary. The optimum timing should be established. If the whole Commissaires' Panel is concerned, the message should be communicated during a meeting. If the message is directed to an individual member of the Commissaires' Panel, a suitable time must be selected in order to be effective.

### 9.3. RESPONDING IN AN INTERVIEW

A Commissaire must take care to be very factual when responding to questions in an interview. The Commissaire must stick to the known facts and not hypothesise. The Commissaire's comments must be unambiguous and the responses made must not at any time be critical of the organisation, UCI or any other body.

- The Commissaire is responsible for what he or she says and distributes to the media.
- A Commissaire must never request an interview.
- The decision to agree to or refuse an interview must be approved by the President of the Commissaires' Panel.
- The purpose of the interview must be known in advance.
- If the subject deviates from the topic, the interview should be stopped by the Commissaire who explains why he or she is concluding the interview.
- Caution should be exercised concerning the language used. If a Commissaire is not fully fluent in the language then it is preferable to speak through an interpreter.
- Before an interview, a Commissaire should consider what he or she is authorised to say and what subjects can be discussed.



DIAGRAM. Responding in an interview

## 9.4. MANAGEMENT OF THE COMMISSAIRES' TEAM



The President of the Commissaires' Panel appointed by the UCI is in an almost unique management situation. The PCP may be required to provide leadership:

- of a team that he or she does not necessarily know in advance,
- in a language which he or she may only know partially or not at all,
- against the background of a very different cultural context,
- for a relatively short period of time.

Standard management techniques may thus be difficult to apply as the period of the appointment does not allow the PCP to work while considering the medium or long term.

Despite this, a successful leadership role can be facilitated by adopting the following approaches:

- Basic linguistic and cultural preparation to promote integration and not always have the attitude of "discovering" practices and exchanges, in this way avoiding unacceptable behaviour.
- Active listening, or sympathetic listening, which consists of listening without any preconceptions and without interrupting, before returning to the subject and asking questions, in order to express genuine motivation or concern.
- Identifying the individuals in a team who are dominant due to their experience or position. Checking whether this situation is likely to encourage or inhibit the rest of the team.
- Expressing clear expectations by defining the requirements.
- Always giving background to the requirements, explaining "why".
- Delegation: placing trust in others does not exclude checking the achievement of tasks.

### NOTE

To delegate responsibility also means to give authority for the task's completion. You cannot effectively delegate a task to someone if you do not give them the authority to act and make decisions within the boundaries of their task. But be sure to set those boundaries.

- Knowing how to offer congratulations.
- Knowing how to reorient a situation.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite national and international Commissaires should be able to:

- Explain the importance of:
  - Being factual and accurate.
  - Being organised.
  - Being methodical.
  - Knowing how to listen and being ready to understand.
  - The capacity to reproduce an exchange or situation.
  - Respecting the comments of others.
  - Remaining humble.
  - Staying calm in all circumstances.
- Describe how to observe and check on the basis of the regulations.
- Explain the importance of:
  - Analysing situations to avoid acting in haste.
  - Offering warnings and information rather than sanctions.
  - Considering your role as that of an instructor to all involved.



## WHAT TO DO

- Always prepare before speaking.
- Proofread communiqués before distribution.
- Reserve the right not to respond to a problem for which a solution cannot be offered.
- Be alert to any digression of questions which may have serious consequences.
- In the event of any doubt, rephrase a question that may not have been understood.
- Choose the right time at which to speak to a rider, respecting their intense physical efforts.
- Always endeavour to reach consensus.



## WHAT NOT TO DO

- Fuel an argument or debate that may be unconstructive or even destructive.
- Indicate that you do not agree with a decision taken by the Commissaires' Panel.
- Accuse and make assertions without proof.
- Spread false reasoning.
- Become involved in issues that are outside your field of action or competence.
- Act or speak in an imprecise or erroneous manner.

**THIS FORMATION GUIDE HAS BEEN ESTABLISHED  
IN CLOSE COLLABORATION WITH**

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