

TECHNICAL SELECTION, REIMBURSEMENT AND OFFICIAL SUPPORT POLICY

TECHNICAL SELECTION

APPLICATION

This Policy applies to all open, sanctioned events in WA which are not Events of National Significance (EONS). EONS events are determined by Triathlon Australia and are subject to TA's EONS selection policy.

OUR COMMITMENT

We are committed to following a fair and cost-effective selection process for our technical officials (TOs) which provides them with opportunities to develop their technical skills at sanctioned events, whilst offering a value-for-money technical service to event organisers.

ELIGIBILITY

In accordance with Triathlon Australia's Technical Development Pathway, a TO must meet the following requirements to be eligible for selection:

- Currently accredited as a technical official,
- Has a current Working with Children Check,
- Has nominated for the event, either via the TWA registration portal, or directly with the TWA Sanctioning Officer
- Has done required on-line training as requested by TA

The act of nominating for an event does not guarantee automatic selection to that event's technical team.

SELECTION PROCESS

To minimise costs to the event organiser and TWA, an optimum team size for each event shall be determined by the TWA Sanctioning Officer in line with TA policy. Typically, the technical teams for events are notified between four to eight weeks prior to each event. Guidelines for selection onto the technical team are as follows:

- Technical Competence. The make-up of the technical team, particularly the Senior Technical Team (STT), shall be sufficiently competent to satisfy the requirements of the event, considering that event's status.
- Travel Distance. If possible, the technical team will be selected so that TO travel distance is minimised.
- Development Opportunities. Junior officials may be provided with the opportunity to fill an STT position if there is sufficient technical support within the technical team (eg. but no limited to, a mentor relationship with a senior official),

NOTIFICATION PROCESS

Technical teams will be notified by the TWA Sanctioning Officer. Technical Delegates will be provided access to each event in the Online Sanctioning Portal as soon as practicable after the technical team has been selected.

To ensure the continued growth of the technical program and the number Technical Officials within WA, The TWA Triathlon Technical Reference Panel deem it necessary to guarantee Technical Officials are provided with support both through advocacy, out of pocket reimbursements, personal and professional development opportunities.

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TECHNICAL REIMBURSEMENT

Annually the TWA Board will allocate funds from the TWA budget to support the Technical Program. In addition, the program is supported through the technical services fees collected from race directors at sanctioned races within the state.

It is not compulsory to make a reimbursement claim. **Any claims received more than four weeks after the event will not be processed.**

These funds contribute towards the following:

A. FIELD OF PLAY PAYMENTS:

All TO's attending a sanctioned race in the role as a technical official will be paid volunteer honorarium payment for their time and services at the event. The FOP payments will be as required.

- Technical Delegate: \$85/day of event
- Race Referee: \$75/day of event
- Chief Technical Official: \$75/day of event (only present at designated events)
- Technical Official: \$60/event
- Bike Checkin at events/second day payment \$50

*Please note that TO's undertaking their practicum hours are not paid FOP fees. Hours at practicum events do not count towards one of the three qualifying events for membership. Bike check-in does not count as a FOP for membership purposes

B. FUEL & TRAVEL REIMBURSEMENT:

All TO's attending a sanctioned race in the role as a technical official will be reimbursed for their travel costs to and from the event.

No mileage reimbursement will be paid for distances less than 150kms and a maximum claimable distance of 500km also applies (\$150). Return travel is calculated from the officials' place of residence via the most direct route.

- 0-150km = no mileage reimbursement
- 151km + = \$0.30 per kilometre above 150km up to a maximum of \$150/500km.

This policy does not cover the following travel situations:

- Travel in a non-private vehicle i.e commercial, business or rental vehicle.
- Travel expenses incurred by another individual, other than the technical official, attending the event.
- Travel in a vehicle belonging to race director, sponsor or any individual that has a commercial interest in the event.
- Club races
- Multiple claims after travelling via car pool i.e 2 technical officials travelling in the same vehicle cannot both make a claim.
- Travel to an event when that travel is done in association with other activities, such as business, vacation or competing or accompanying another athlete who is competing

C. COMPLIMENTARY MEMBERSHIP:

TWA recognises that many officials actively participate in triathlon events in addition to volunteering their time to officiate. TWA will acknowledge those officials who have volunteered on three or more occasions in the previous season by offering them complimentary Triathlon Australia / Triathlon WA membership for the coming season. This is being coordinated centrally through Triathlon Australia and

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is a consistent policy across the country. Technical Officials will be provided with a discount code to register for their membership on the registration system at the beginning of the new season.

Technical Officials will be responsible for paying the Club Membership Fee should they wish to be a member of a club.

Please note:

- The bike check in role the day before an event does **not** count as an officiating role for membership fee reimbursement
- A two or more-day event run by the same event company does **not** count as officiating at two separate events for membership fee reimbursement

D. OTHER REIMBURSEMENTS

- TWA will reimburse Presenters at LTO and RTO Courses \$85/course
- Any other small consumables purchased for the Technical Program as approved in advance by TWA

SUPPORT SERVICES & ONGOING DEVELOPMENT:

TWA will support Technical Officials through the following initiatives:

A. Professional Development Opportunities:

- Travel support scholarships by TWA to interstate and international events
- State/Local Government provided courses including but not limited to Presenters, Assessors, Mentors, Advanced Officiating and Managing People in Sport

Selection Criteria for Development Opportunities:

To be eligible to receive funding support through TWA the TRP will review all applicants under the following selection criteria and provide recommendation to the TWA Board:

- Applicants must be current member of TA/TWA
- Applicants must be Level LTO and have completed all LTO Accreditation Requirements
- Applicants must have at least 2 years continuous experience within the Technical Program
- Applicants must have a current WWC Card
- Applicants must show commitment through gaining a variety of Field of Play experiences by officiating at various levels of events
- Applicants must demonstrate commitment to the Technical Program through further related knowledge development including DLGSC and other approved courses
- Applicants must have submitted their signed Code of Conduct form
- Applicants must submit the required application for funding as required by TWA
- Applicants have not been a recipient of a TWA Travel Scholarship in the previous 2 financial years.

Triathlon Australia also provides development opportunities for Technical Officials through the provision of development flights for officials to attend interstate events. In order to provide as many WA Officials with development opportunities as possible, unless approved otherwise by the Board, WA officials in receipt of a TA Development Flight will not be eligible for a TWA Travel Scholarship.

B. Support Services:

- **Uniforms** will be provided for all TOs when actively officiating at events polo shirts, technical vest and wide brimmed hat.
- **Equipment** – Motor bike helmets, radios, yellow/red penalty books
- There is a reasonable expectation that Race Directors will provide enough support to Technical Officials at most events by providing food and drinks - A light lunch should be provided to officials for events lasting longer than 6 hours. A light breakfast will be provided to officials where remote

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location FOP attendance is required by 4.30am in remote locations when accommodated by RD.

- There is a reasonable expectation that Race Directors will offer accommodation to TO's travelling overnight to events within regional WA.
- Minimum standards for accommodation for TO's are;
 - same sex rooms in accommodation with effort to maintain same sex accommodation completely where possible
 - with no less than 1 bathroom for 3 TO's and no more than 6 TO's within one standard unit

C. Training opportunities:

Triathlon WA is committed to ensure the growth of the technical pool of officials annually and will host a minimum of the following complementary officiating courses:

- One RTO level course annually
- Four Local Technical Official courses annually
- One RTO update/refresher course annually

ACKNOWLEDGEMENT AND AWARDS

To honour and recognised long standing officials who have contributed significantly towards the technical program over many years, Triathlon WA have the following opportunities for recognition:

- Steve Barrie Technical Official of year – annual award as per TWA Awards Policy
- SportWest Official of the Year: nomination recognising officials who have actively participated nationally and internationally within a 12 month period.
- 5, 10, 15, 20, 25 and 30 year service awards will be presented at the TWA annual award function.
- TWA will nominate any officials who have demonstrated the criteria for the John Ison Award and Rob George Award

Version	Date	Revised by	Comments
1.0	November 2010	H. Lethlean	New Policy adopted November 2010
2.0	January 2015	P. Minchin	Updates to travel mileage reimbursement
3.0	June 2015	P. Minchin	Update to complimentary membership process.
4.0	February 2017	P. Minchin	Update to eligibility for Travel Support Scholarship
5.0	September 2018	P. Minchin	Replace Level 1, Level 2 with LTO, RTO.
6.0	Aug 2020	A.Apps	Inclusion of selection process Updated Travel and Reimbursement mileage amounts and claimable distance. Updated Support Services and Ongoing development criteria for Grants Updated Acknowledgement and Awards – wording around SportWest Official award