Technical Delegate & Head Referee

DUTIES | CHECKLIST | TIMELINES

This checklist is a guide ONLY. These timelines are based on EONS which should have the STT appointed at least 3 months before the event.

Event :   **Date:**

Location :

Timeline (DAYS before the event)	TECHNICAL DELEGATE	Head Referee
-60	Review sanctioning documentation in AUSTriathlon's Online Sanctioning Portal (OSP)	
-60	Check accuracy of information on the event website	
-45	Technical Team welcome email	
-45	Desktop course inspection	
Ongoing	Ongoing liaison with RD to improve race safety and fairness, and provision of any services to the Technical Team (advise CRO as required)	
-30	Finalise any Special Rules (with RD and TA), then advise RR	
-30	Draft Technical Assignments to CRO and RR for review	
-21	Finalise Technical Assignments. Communicate with team (from TD or CRO)	
-21	Identify Race Competition Jury	
-1	Receives site safety induction from Race Director	
-1	On Site Course inspection with Race Director and Head Referee	On Site Course inspection with Race Director and Technical Delegate
-1	Provisional water temperature readings, then advise RD and RR	Finalise Race Day communication protocol with penalty box official(s)
-1 (or Race Day)	Deliver to the Technical team Race Day Toolbox Talk including any Special Rules	Delivers Head Referee Briefing to the Technical Team
Race Day	Final water temperature reading, then advise RD and RR	Delivers RR briefing to competitors
	Oversees a pre-race course inspection	At the Start Line
		Ongoing liaison with RD regarding status of any penalties issued and served by elite competitors
	Monitors event delivery to confirm adherence to sanctioning requirements	Ensures that there is a technical presence at the finish line for at least the top ten male and female finishers
	If an appeal is lodged, must convene and chair the Race Competition Jury	Oversees ongoing reconciliation of time penalties and violation reports throughout Race Day
		Reviews violation reports and rules on any potential disqualifications, then advises RD and TD ASAP. Posts DQs on Penalty Notice Board and remains available to meet with competitors up to 1 hour after the race.
		Reviews and rules on any protests
	Debrief with Technical Team	If available, participates in the Technical Team debrief
		Finalises race results with RD and provide details of penalities issued.
1	Debrief with RD	
7	Finalise Post-Event Technical Report in the OSP	