



**MOUNTAIN BIKE EVENTS**  
TRAINING GUIDE FOR COMMISSAIRES  
2017-2018

UPDATED SEPTEMBER 2017

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# ABBREVIATIONS

<b>XC</b>	Cross-country
<b>XCO</b>	Cross-country Olympic
<b>XCM</b>	Cross-country marathon
<b>XCP</b>	Cross-country point-to-point (or: point to point)
<b>XCC</b>	Cross-country short circuit (or: Short Track)
<b>XCE</b>	Cross-country eliminator
<b>XCT</b>	Cross-country time trial (or: Time Trial)
<b>XCR</b>	Cross-country team relay (or: Team Relay)
<b>XCS</b>	Cross-country stage race (or: Stage races)
<b>DH</b>	Downhill
<b>DHI</b>	Downhill Individual
<b>DHM</b>	Downhill Marathon
<b>4X</b>	Four Cross
<b>END</b>	Enduro
<b>FJ</b>	Finish judge
<b>PCP</b>	President of the Commissaires' panel
<b>CP</b>	Commissaires panel
<b>TD</b>	Technical delegate
<b>NF</b>	National federation
<b>APCP</b>	Assistant of the president of the Commissaires' panel
<b>F/TA ZONE</b>	Feed / technical assistance zone
<b>DNS</b>	Did not start
<b>DNF</b>	Did not finish
<b>DCO</b>	Doping Control Officer
<b>DSQ</b>	Disqualified

# CHAPTER 1 STRUCTURES



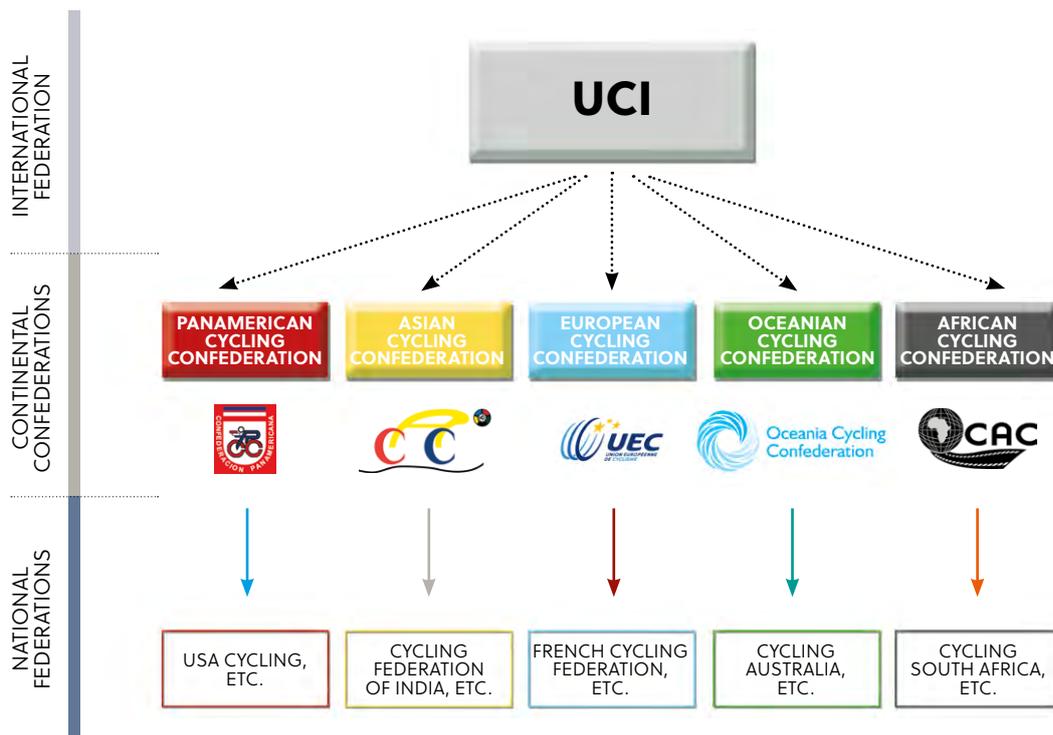


DIAGRAM. Structures from international to national level

## 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, cyclo-cross, BMX, trials, indoor cycling and para-cycling) on all five continents.

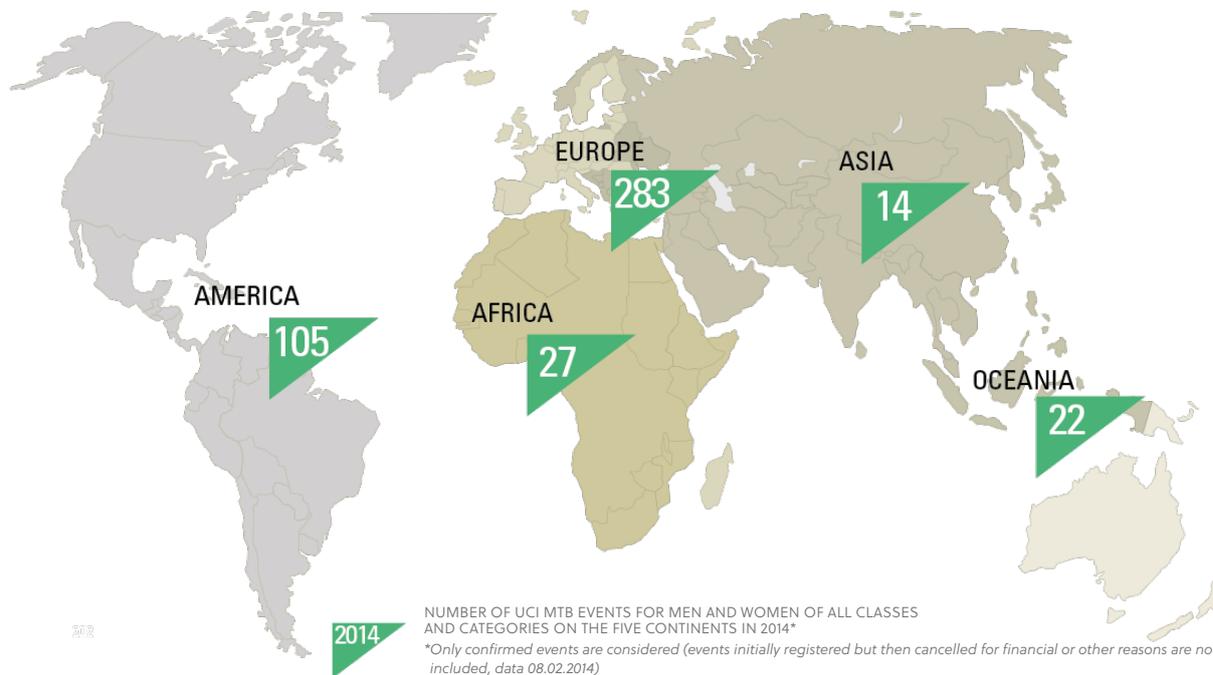


DIAGRAM. Number of UCI MTB events for Men and Women of all classes and categories on the five continents in 2014.

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

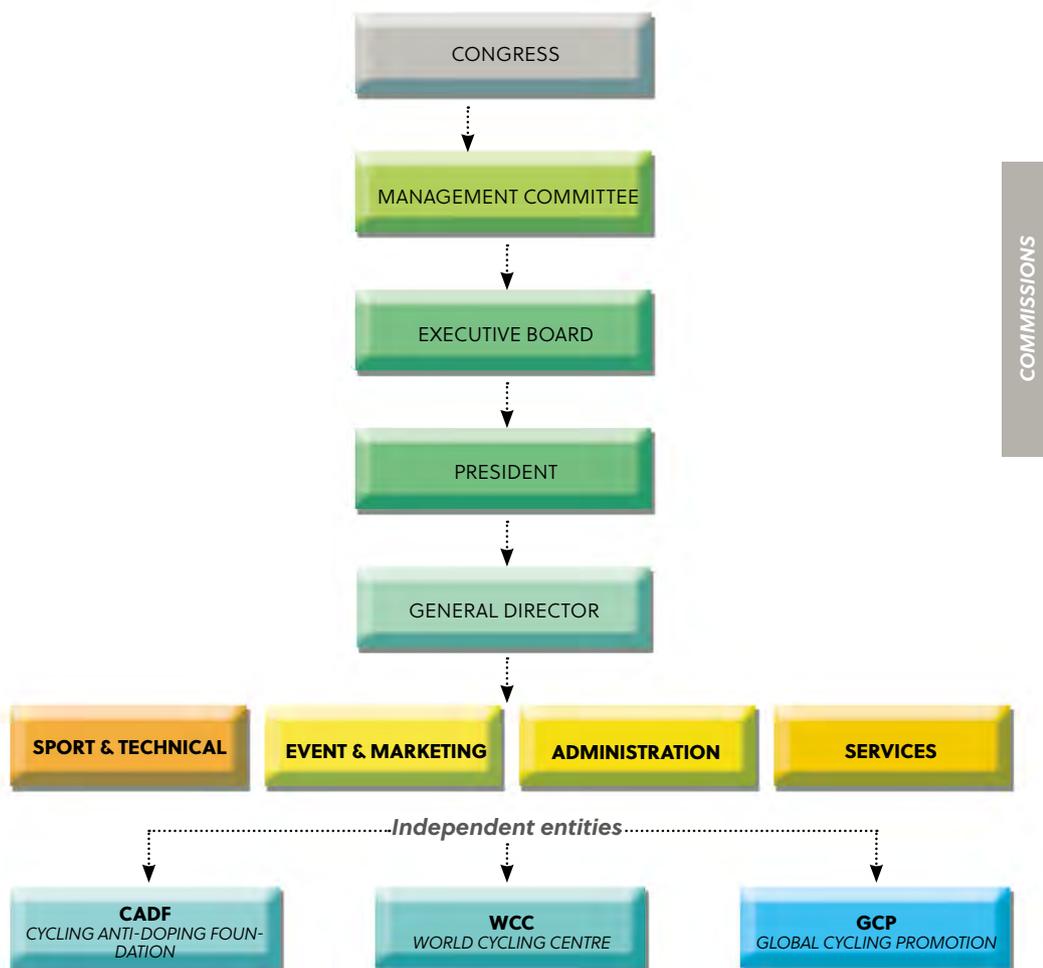
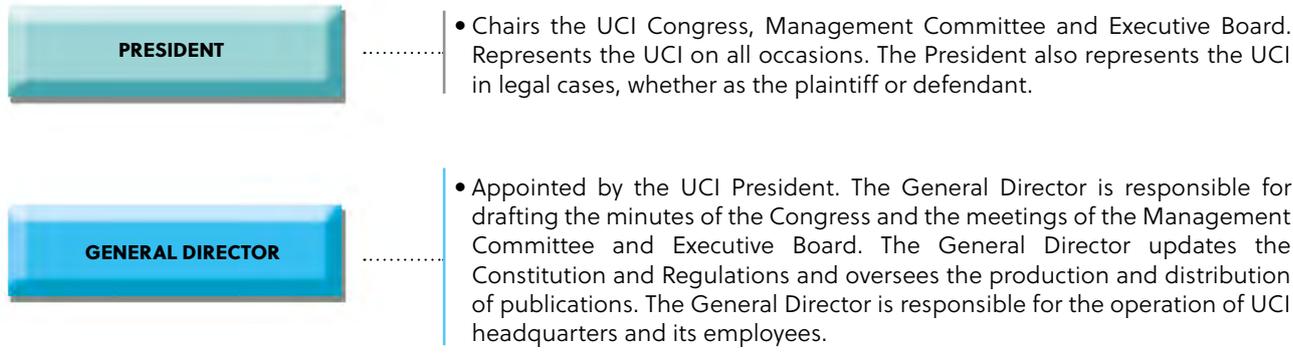


DIAGRAM. General organisation of the UCI

1.1.3. MAIN BODIES

<div style="background-color: #cccccc; padding: 10px; border: 1px solid #ccc; margin-bottom: 20px;"> <p style="text-align: center; font-weight: bold;">CONGRESS</p> </div>	<ul style="list-style-type: none"> <li>• This is the <b>supreme controlling body of the UCI</b>.</li> <li>• The representatives of accredited National Federations attend the Congress each year.</li> <li>• The Congress elects the <b>Management Committee</b>, to which it delegates the responsibility for managing the UCI.</li> </ul>
<div style="background-color: #90ee90; padding: 10px; border: 1px solid #ccc; margin-bottom: 20px;"> <p style="text-align: center; font-weight: bold;">MANAGEMENT COMMITTEE</p> </div>	<ul style="list-style-type: none"> <li>• This is the <b>decision-making body</b>. Comprising 15 members, the Management Committee assumes broad rights and responsibilities that allow it to undertake, without delay, any action that may be necessary as a result of events. The Management Committee operates in a flexible, swift manner.</li> <li>• The Management Committee sets up <b>Commissions</b> as it considers necessary for the proper operation of the UCI. The Management Committee defines the areas on which the Commissions work, decides how they operate and appoints Commission members.</li> </ul>
<div style="background-color: #c0e0e0; padding: 10px; border: 1px solid #ccc;"> <p style="text-align: center; font-weight: bold;">ADMINISTRATIVE SERVICE</p> </div>	<ul style="list-style-type: none"> <li>• This is the <b>operational body</b>. It comprises individuals who are professionals in their sphere and former elite sportspeople. The Administrative Service is responsible for all operational tasks arising from Management Committee decisions.</li> </ul>

**1.1.4.**  
KEY FUNCTIONS



**1.1.5.**  
SPORT AND TECHNICAL DEPARTMENT

The Sport and Technical 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.

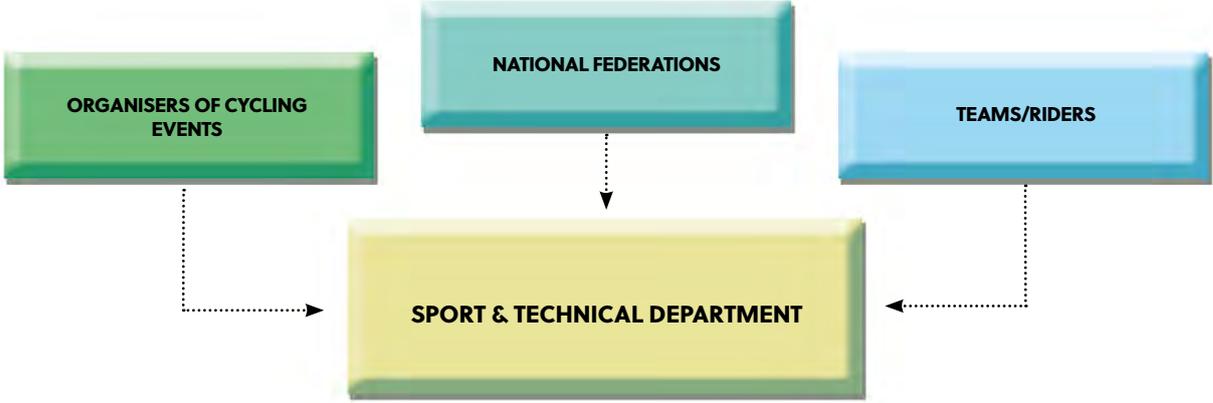


DIAGRAM. The role of the UCI Sport and Technical Department

The Sport and Technical 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 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 COMMISSIONS

The Management Committee sets up Commissions and nominates their members. The 21 Commissions which cover all aspects of the sport of cycling are as follows:

REVIEW AT 12/05/2014

1. ROAD	12. WOMEN'S
2. TRACK	13. MEDICAL
3. MOUNTAIN BIKE	14. AUDIT COMMITTEE
4. CYCLO-CROSS	15. INTERNATIONAL DEVELOPMENT & NATIONAL FEDERATION
5. BMX	16. ATHLETES
6. TRIALS	17. COMMISSAIRES
7. PARA-CYCLING	18. ROAD COMPETITIONS'
8. INDOOR CYCLING	19. REMUNERATION <b>NEW</b>
9. MASS PARTICIPATION EVENT	20. EQUIPMENT
10. ADVOCACY	21. PROFESSIONAL CYCLING COUNCIL
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.



### 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

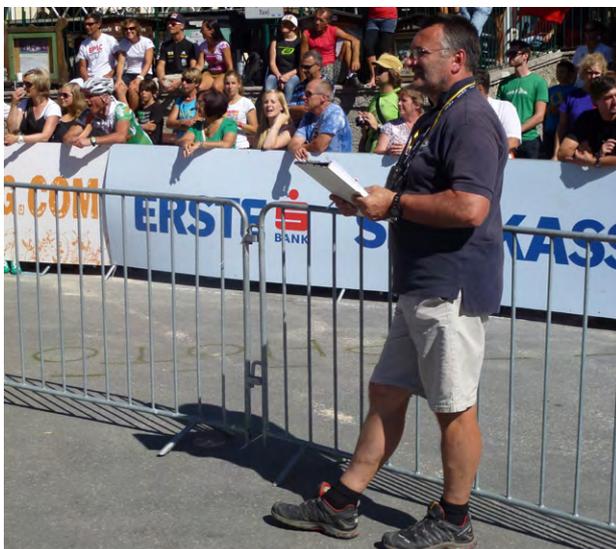
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GANG  
gerLand  
a 2012

MOUNTAIN BIKE  
ORLD CHAMPIONSHIPS

MOUNTAIN BIKE  
ORLD CHAMPIONSHIPS

SAALEFELDEN | LEOGA

## 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, DH Marshall 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 MTB 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.

**ART. 1.2.116 UCI RULES** in force 30.01.2017.

The Commissaires' panel comprises the following members:

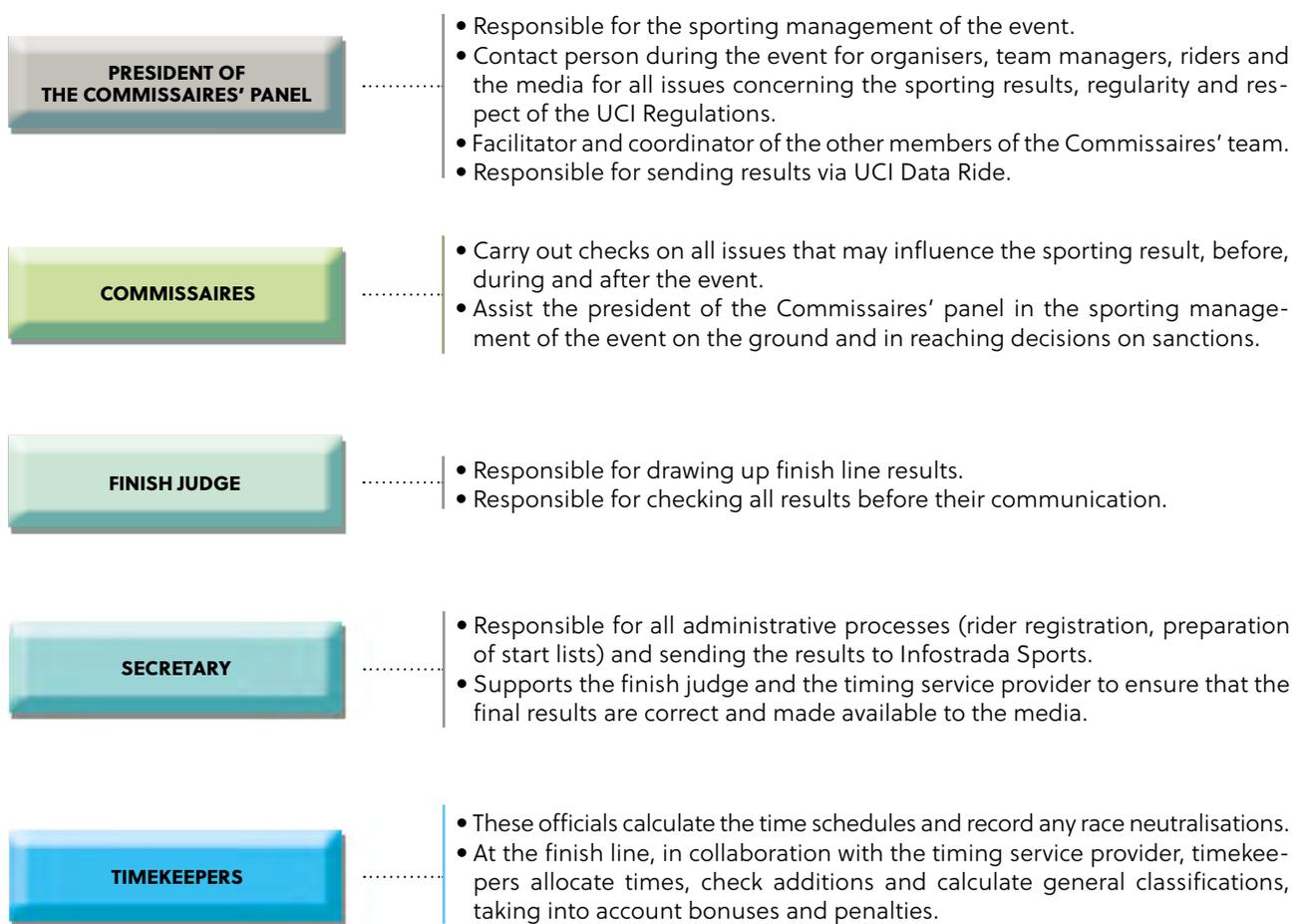


DIAGRAM. Members of the Commissaires' panel

## 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 and apply the regulations firmly and with common sense.

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

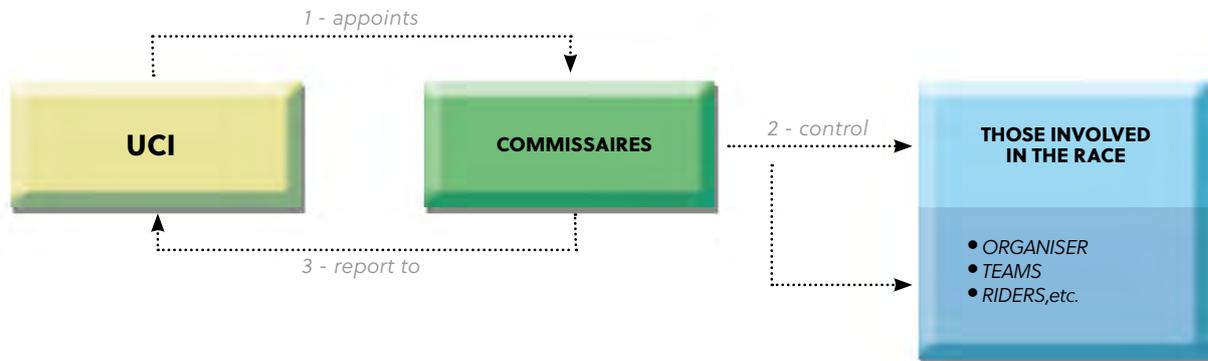


DIAGRAM. The pivotal role of Commissaires between the UCI and those involved in the race

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:

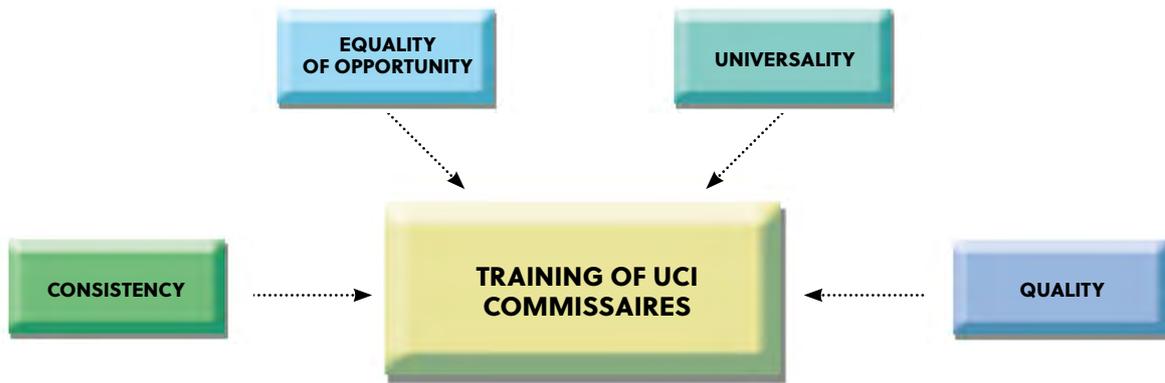
- Explain the importance of the role of a Commissaire to a third party.
- Explain what those involved in cycling expect from a UCI Commissaire.
- Describe the managerial role of the president of the Commissaires' panel.
- Explain what is expected of a Commissaire as a representative of the UCI.

## 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:



DIAGRAMS. The principles of training Commissaires

**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.

## 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 BIS**).

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 represent the elite within their country without necessarily aspiring to become International Commissaires.
- National elite 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.

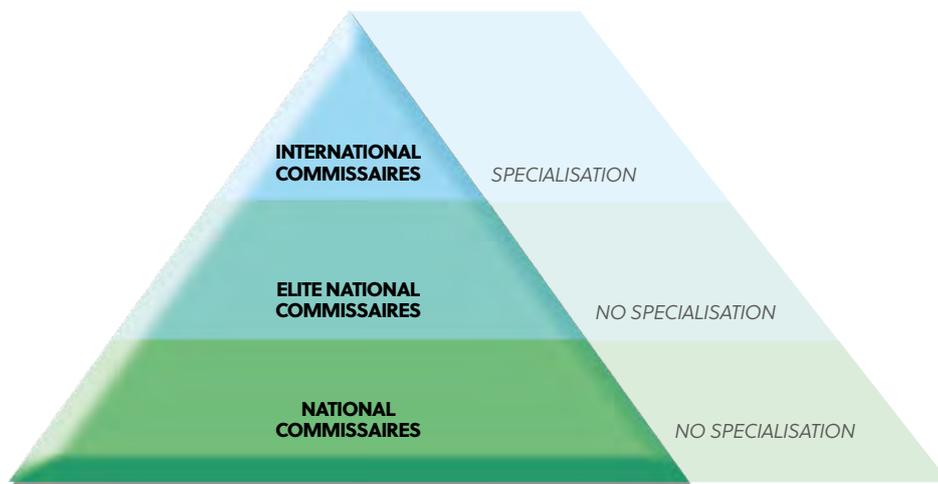


DIAGRAM. Commissaires and specialisation

#### 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.

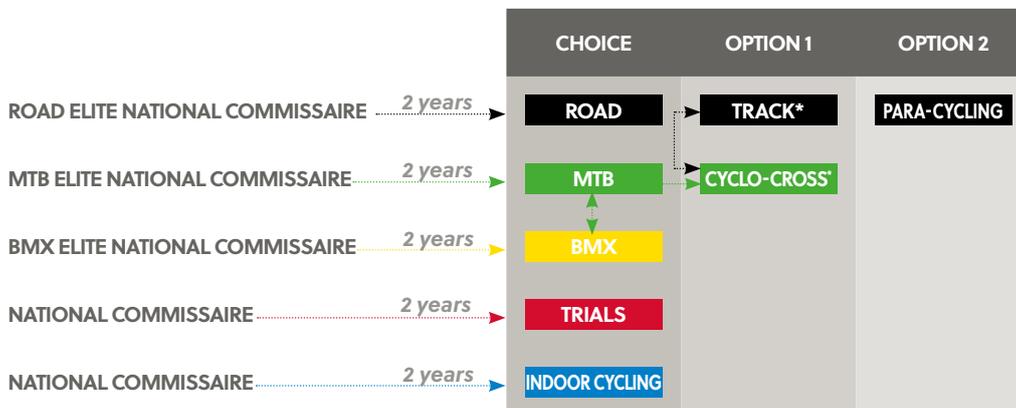


DIAGRAM. Specialisation choices available to International Commissaires

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:

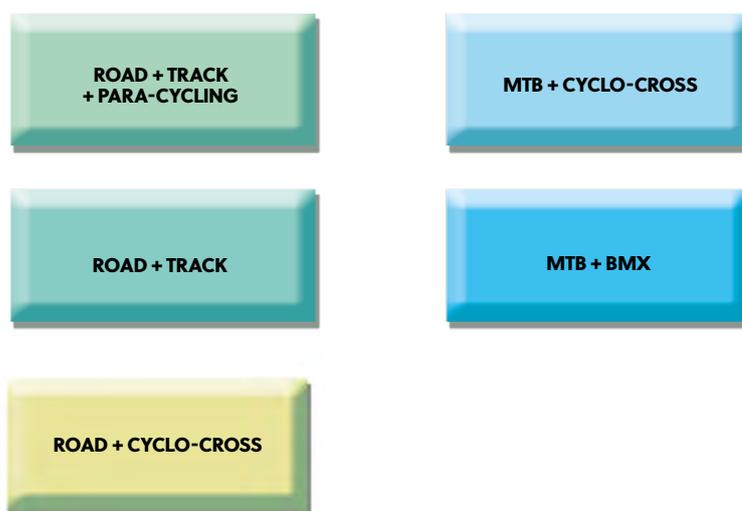


DIAGRAM. The specialisation of Commissaires and combinations of disciplines allowed

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 an 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

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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 results and ranking service,
- UCI Data Ride application

### 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, 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 International 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 RESULTS AND RANKING SERVICE

The UCI employs a service provider to manage the results data of all events and rankings owned by the UCI. The results are:

- calculated by event service providers (i.e. not UCI service providers),
- confirmed by the Commissaires' panel,
- sent to the UCI Data Ride using the appropriate form (This is normally done within two hours of the end of the race in question).

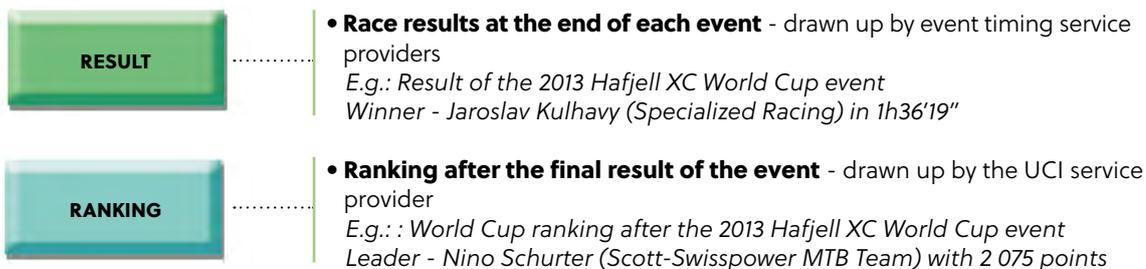


DIAGRAM. Clarification of the difference between results and rankings

The [results and ranking service](#) is managed by **UCI Data Ride**:

Rank	Name	Nation	Age*	Points
1 (1)	Julien ABSALON	France	36	2007
2 (2)	Nino SCHURTER	Switzerland	30	1990
3 (3)	Maxime MAROTTE	France	30	1793
4 (5)	Victor KORETZKY	France	22	1263
5 (4)	Matthias STIRNEMANN	Switzerland	25	1200
6 (8)	Jaroslav KULHAVY	Czech Republic	31	1178
7 (6)	Stéphane TEMPIER	France	30	1168
8 (9)	David VALERO SERRANO	Spain	28	1123
9 (12)	Carlos COLOMA NICOLAS	Spain	35	1029
10 (10)	Marco Aurelio FONTANA	Italy	32	1020
11 (7)	Fabian GIGER	Switzerland	29	1007
12 (14)	Martin LOO	Estonia	28	990
13 (21)	Luca BRAIDOT	Italy	25	986
14 (11)	Jordan SARROU	France	24	979
15 (15)	Catriel Andres SOTO	Argentina	29	965
16 (19)	Mathias FLÜCKIGER	Switzerland	28	960

- Commissaires appointed to an event by the UCI must **send the event or stage results** with UCI Data Ride as soon as possible and by using the event results form available on the Commissaires' Extranet.
- This allows the **results** of UCI events to be published immediately after the race with all associated information (subsidiary classifications, average speed, etc.).
- Commissaires can download rankings from the UCI website and export in Excel format.
- Commissaires will receive access details to UCI Data Ride.

The majority of this information is available to the general public on the UCI website. This can easily be exported as a spreadsheet for sorting, filtering and carrying out research.

**Example: Drawing up the start order for an international XCO event using the most recently published UCI ranking.****UCI INTERNATIONAL XCO EVENTS**

The start order is determined as follows: XCO events (other than World Championships and World Cup events)

1. As per the last published UCI XCO individual ranking;
2. Unclassified riders: by drawing lots.

Using an export of the database of the most recent UCI ranking, the PCP can easily sort the data and identify each team's top-ranking rider for the list of starters.

**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 results and rankings service 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.

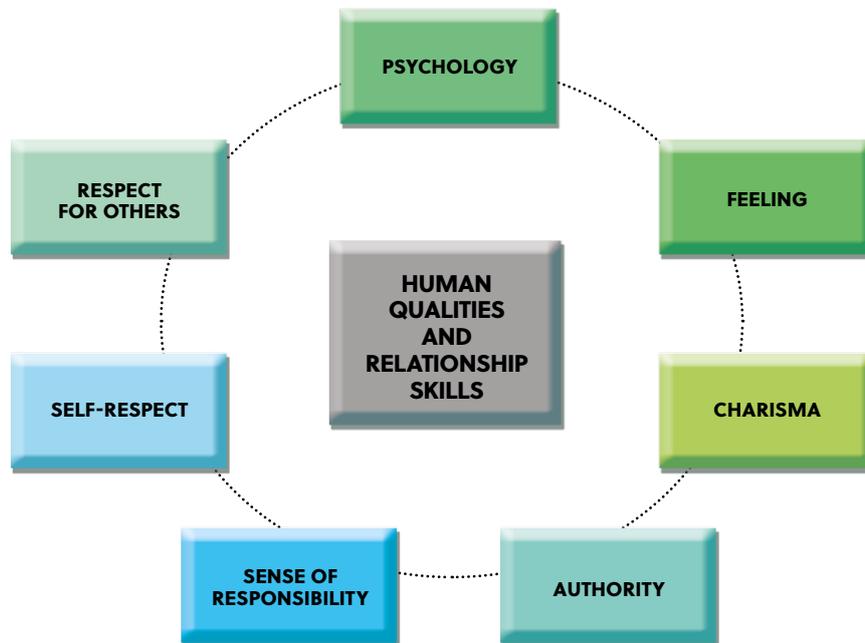


DIAGRAM. Human qualities and relationship skills required by International Commissaires



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. 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 MTB Races.
- In particular, explain the responsibilities of the president of the Commissaires' panel, the finish judge, the secretary and the Doping Control Officer.
- 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
- Explain the responsibilities 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:

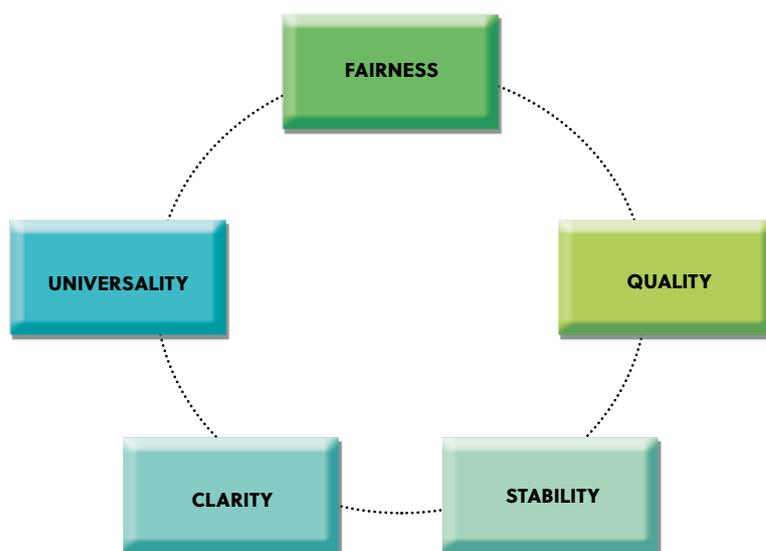


DIAGRAM. The advantages of a regulatory framework

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 MTB 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
- 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 Races
- Part V: Cyclo-cross Races
- Part VI: BMX Rule Book
- Part VII: Trials Regulations
- 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

<p>Part 4 Chapter 2 62<sup>nd</sup> article</p>	<p><b>4.2.062</b> Riders who abandon the race are marked on the result sheet as "DNF" (did not finish) and are not awarded any points for this event.</p>
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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.

<p><b>1.2.058</b></p>	<p>(N)The race headquarters at the finish will remain open until the results are sent to the UCI, or, if the Commissaires have not completed their work at that juncture, until such time as that work has been completed.</p> <p><i>(article introduced on 1.01.05)</i></p>
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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>4.2.047</b> Technical assistance can only be given in the feed/technical assistance zones.
<b>PROHIBITIONS</b>	<b>4.1.040</b> Inflatable arches crossing the course are prohibited.
<b>MEASUREMENTS</b>	<p>Cross-country Marathon -XCM</p> <p><b>4.2.004</b> The cross-country Marathon format races must respect the minimum distance of 60 km and maximum 160 km. All XCM events will be <b>considered</b> as Class 3 events.</p>
<b>EXHAUSTIVE LISTS</b>	<p>Cross-country Olympic-XCO</p> <p><b>4.2.001</b> The duration and lap length of cross-country Olympic format races in the different race classifications in the table below must lie within the following ranges or as close as possible to the race length (in hours and minutes).</p>
<b>NON-EXHAUSTIVE LISTS</b>	<b>4.2.029</b> Wherever possible, roots, tree stumps, protruding rocks, etc. are covered in biodegradable fluorescent paint.

Sometimes regulation interpretation difficulties may occur, for example:

TABLE. Examples of regulation interpretation

Extracts from the UCI Regulations	Clarification
<p><b>Authorisation vs. Prohibition</b></p> <p><b>ARTICLE 4.1.035</b></p> <p>If a rider exits the course for any reason, he/she must return to the course at the same point from which he/she exited. If the president of the Commissaires' panel deems that the rider gained advantage, the rider is disqualified (DSQ).</p>	<p>It is never 'okay' to exit the official course; however, if no advantage is gained, then it is tolerated. This is intended to give the Commissaires the ability to ignore such a minor infraction, if it doesn't alter the outcome of the race</p>
<p><b>Minimum vs. Maximum</b></p> <p><b>ARTICLE 4.1.031</b></p> <p>In mass start events, riders must be called to the start no earlier than 20 minutes before the scheduled start of the race.</p> <p><b>ARTICLE 4.2.008</b></p> <p>The start and finish must be in the same area. The distance of the course must not be more than 2 km with a race duration of 30 to 60 minutes.</p>	<p>It is not against the regulations to call the riders to the start as little as 5 or 10 minutes before the race – it depends on the number of riders present.</p> <p>This is to ensure that these events are short and fast. It is also important to respect the race duration – on a 2 km course a race longer than the maximum duration would mean that most of the field would be pulled out due to lapping. Indeed, it is often better to apply a duration closer to the minimum for this reason.</p>
<p><b>Exhaustive list vs. Non-exhaustive list</b></p> <p><b>ARTICLE 4.2.001</b></p> <p>The duration and lap length of cross-country Olympic format races in the different race classifications in the table below must lie within the following ranges or as close as possible to the race length (in hours and minutes).</p>	<p>This list is exhaustive; event durations for these types and classes of race are specified. So for example, you can't have a 10 km course for a class 1 event.</p>

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.

The amendment is then 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: E1113 indicates the November 2013 version.*

4	Mountain Bike	E1113
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- the date of an amendment or removal of an article is given below the article in question.

4.2.005	Riders must start in a single group. (text modified on 1.02.12; 4.04.14).
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## 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 (e.g. Cross-country, UCI MTB Marathon Series, UCI Junior Series, Downhill, Four Cross, Enduro or stage race events).

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.
- Know 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 MTB events are found in Part IV, *Mountain Bike 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 MTB 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 National Federation regulations.
- Inform your National Federation if you think that an article from the regulation of the National Federation of your country violates the current 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 technical guide (**PART 1, CHAPTER 2**).
- The specific regulations depend on the type of event.

#### 3.3.1.

##### THE TECHNICAL GUIDE

The organiser draws up 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 Olympic Games, World Championships, World Cups, continental championships and stage races.

The UCI Commissaires must check the technical guide from the first contact with the organizer. This is the key document that guarantees a smooth event.

#### 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. The organiser's margin for manoeuvre can in general influence the way in which the event unfolds.



#### CHECKLIST – 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 prologue and time trials (XCS events),
  - time bonuses (XCS events)
  - time limits, (XCM, XCP and XCS events)
  - classifications,
  - 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, IV 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 MTB 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 MTB races defined by Part IV of the UCI Regulations.
- Demonstrate expert-level knowledge of Parts I, IV, 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 MTB EVENTS



## 4.1. BEFORE THE RACE - 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, disciplines and categories, as listed on the UCI or national federation calendar, are correct.
- Asking the organiser for the event technical guide as well as any other information such as the 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 technical guide, in case there are mistakes or differences. A website is not a replacement for the technical guide; the technical guide is always considered the definitive source of information concerning the race.



- 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 and the waiver of entry fees for members of UCI ELITE MTB teams (**ARTICLE 4.1.011**).
- 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, once you have received the list of National Commissaires appointed, you can establish first contact with them (by e-mail for example), in particular with the International Commissaire appointed by the National Federation as an assistant. The PCP can ask this individual about the national rules that should be applied to specific races (the amateur categories held in addition to the UCI categories to which only UCI rules apply, such as Junior, Under 23 and Elite; specific DH rules concerning equipment) as well as confidential information about the organiser. A general discussion about the National Commissaires' tasks can also be held.

#### 4.1.2.

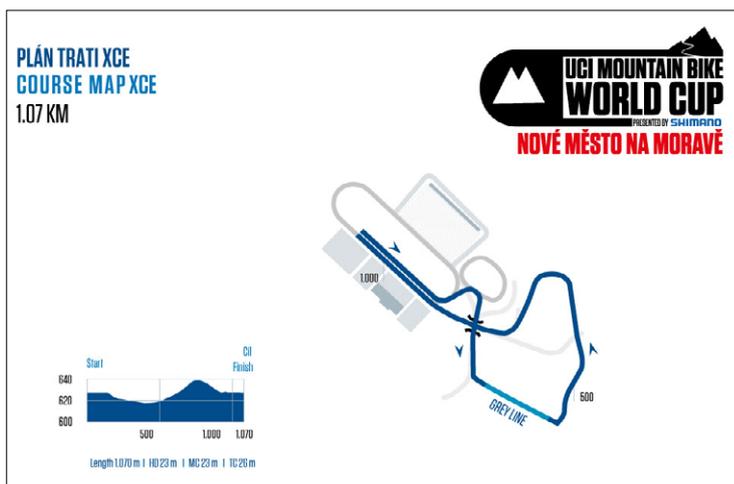
##### THE TECHNICAL GUIDE

The technical 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.



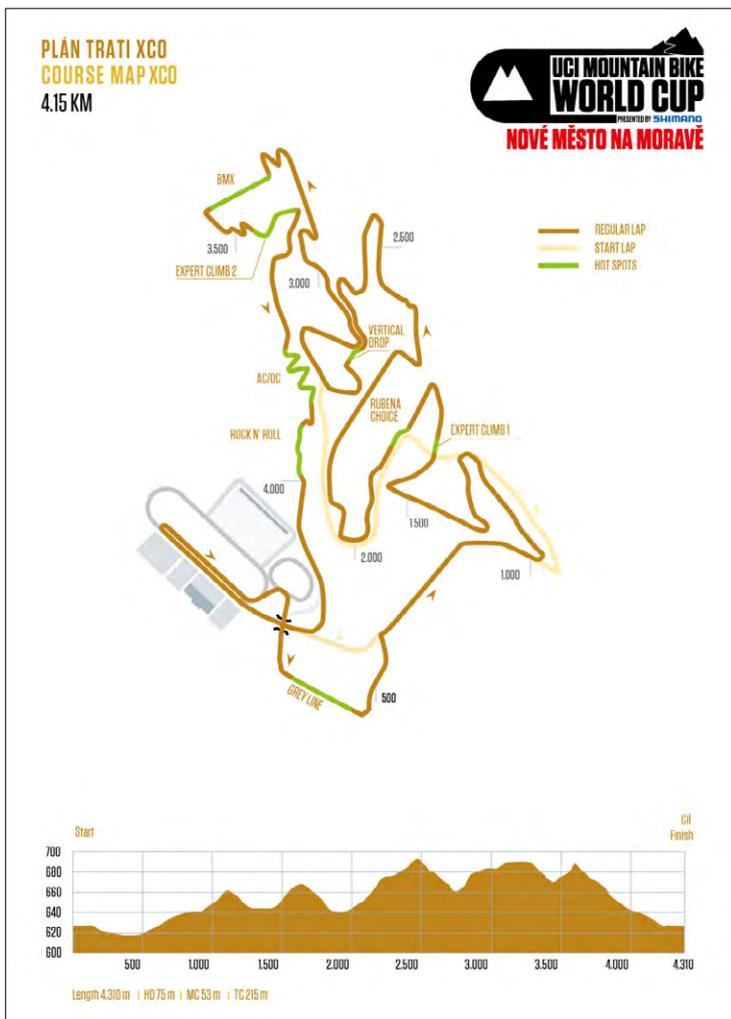
**You must obtain the technical guide a minimum of 30 days before the event (ARTICLE 1.2.045).** This allows you to become acquainted with the technical aspects of the event (including the map of the course), the programme and, if necessary, to inform the organiser of any regulatory elements requiring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

In particular, the technical guide must contain the following:



EXAMPLE. XCE course.

- A statement that the race shall be run under UCI Regulations.
- The specific regulations for the race (non-standard regulations), e.g. team relay, etc.
- 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 course indicating marshal locations and medical points, length, profile and elevation of the course.
- Detailed information about the start and finish, timing hot spots (intermediate time checks, speed trap).



EXAMPLE. XCO course.

- The location of podium ceremonies, anti-doping tests, race office, press conference room, race meeting room, etc.
- Timekeeping information: photo-finish, use of electronic timing strip and/or transponders.
- The location of feed/technical assistance (F/TA) zones for XCO, specific transport to access F/TA zones.
- Whether or not there are separate Under 23 starts for XCO events (if applicable).
- The details of lift access/shuttle information (capacity) for DHI and 4X races and/or equipment transport to remote feed/technical assistance zones.
- Parking locations for teams, riders and spectators.
- The location of, and information on, the nearest hospital.
- 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), as well as the transportation arrangements for stage races.

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

If appropriate, particularly for MTB stage races, the technical guide also contains a list and details of the hotels in which the teams and officials will be accommodated, as well as details concerning the leaders' jerseys and prizes for the various stages and general classification. The course maps and course marshal plans are very important parts of the technical guide.

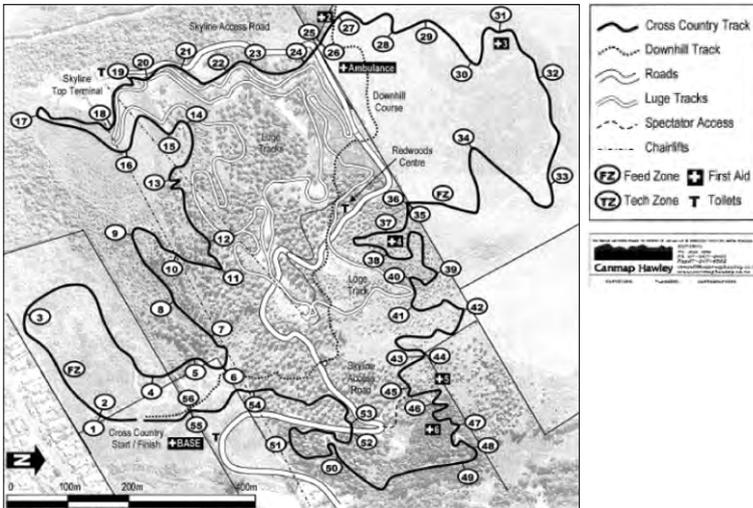
### SPECIFIC REGULATIONS

The specific regulations must stipulate that the event falls under UCI Regulations (if the event is on the international calendar) and National Federation regulations (though only for those races or rider categories where the national regulations apply).

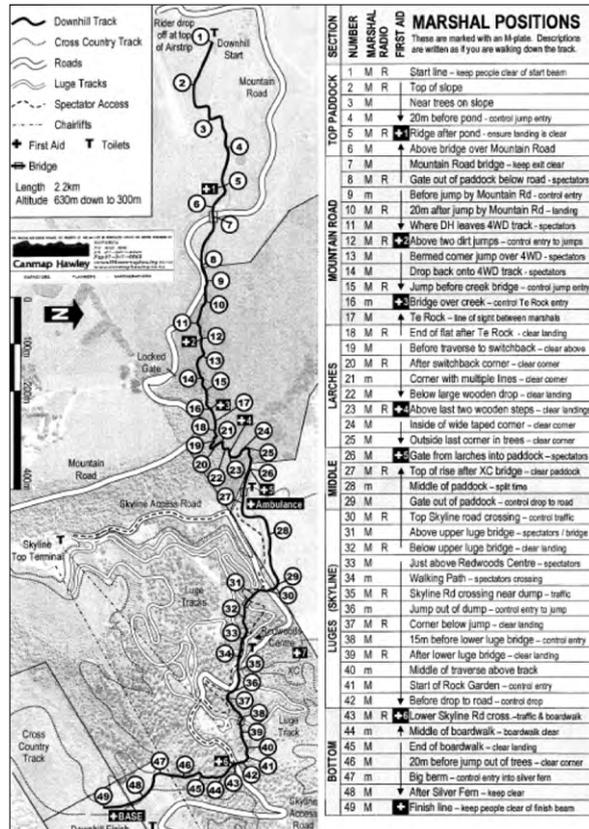
The specific regulations also describe any special rules imposed by the organiser that are specifically in force for this event. Of course, the president of the Commissaires' panel must review these specific regulations well in advance of the race to ensure that they are compatible with the UCI Regulations 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.



In the particular case of DH events, it is important for the PCP to be informed about the national rules concerning the safety equipment required by the host country (**ARTICLE 4.3.013**).



EXAMPLE. XCO course map showing marshal positions



EXAMPLE. DHI course map showing marshal positions

**CHECK LIST – TECHNICAL 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 post.
- For XCS events,
  - prizes for all classifications.
  - any time bonuses.
  - time limits.
  - the method of incorporating the times recorded during team time trials.
  - leaders' jerseys awarded for all classifications
- podium ceremonies.

**2. A description of the event courses (race stages for XCS events), including profiles, distances, feed zones and finishing circuits, maps.****3. Time schedule of the event.****4. Intermediate timing points, if any.****5. Maps of the venue including all the various offices (registration room, race office, podium, anti-doping station).****6. List of nearby hospitals contacted by the organiser, ready to receive individuals requiring treatment.****7. Composition of the Commissaires' panel.****8. Name, address and telephone number of the organisation director and names of officials.****9. The absence of any provisions that are contrary to UCI Regulations and sporting fairness.**

### 4.1.3. TRAVEL PREPARATIONS

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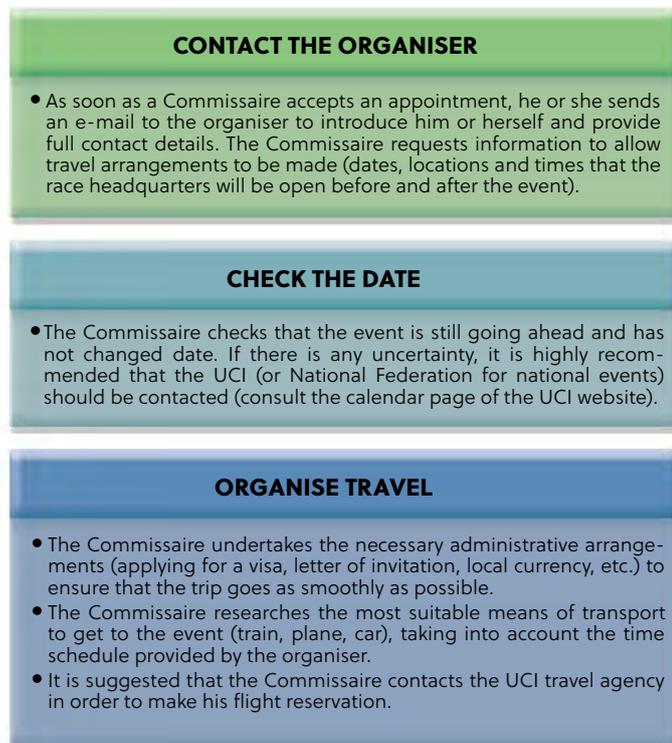


DIAGRAM. *Travel preparations*



Once you have received the technical 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 boundaries permitted by the policies of the federation that assigned you, whether it was your National Federation or the UCI.

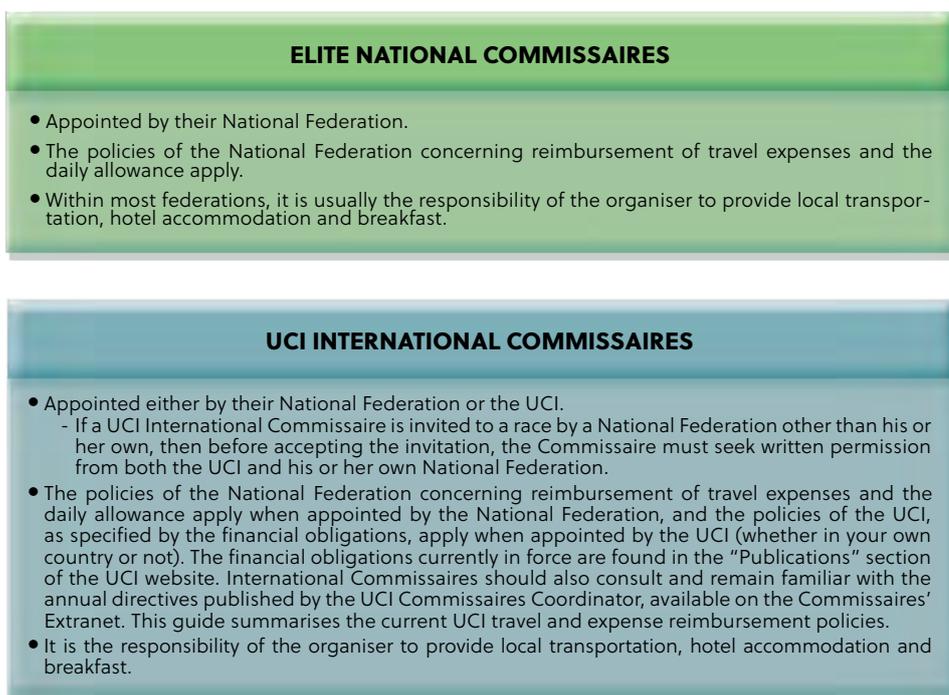


DIAGRAM. Commissaires' assignment



**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 technical 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.
- Ask the organiser for a list of registered teams and riders (as soon as possible) and check their compliance on the UCI website.
- 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.
- Explain the information that must be shown by a good course map in the technical guide.

**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 technical 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.

**4.1.4.1.** Confirmation of starters and licences

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 checking licences at the start of cycling events.

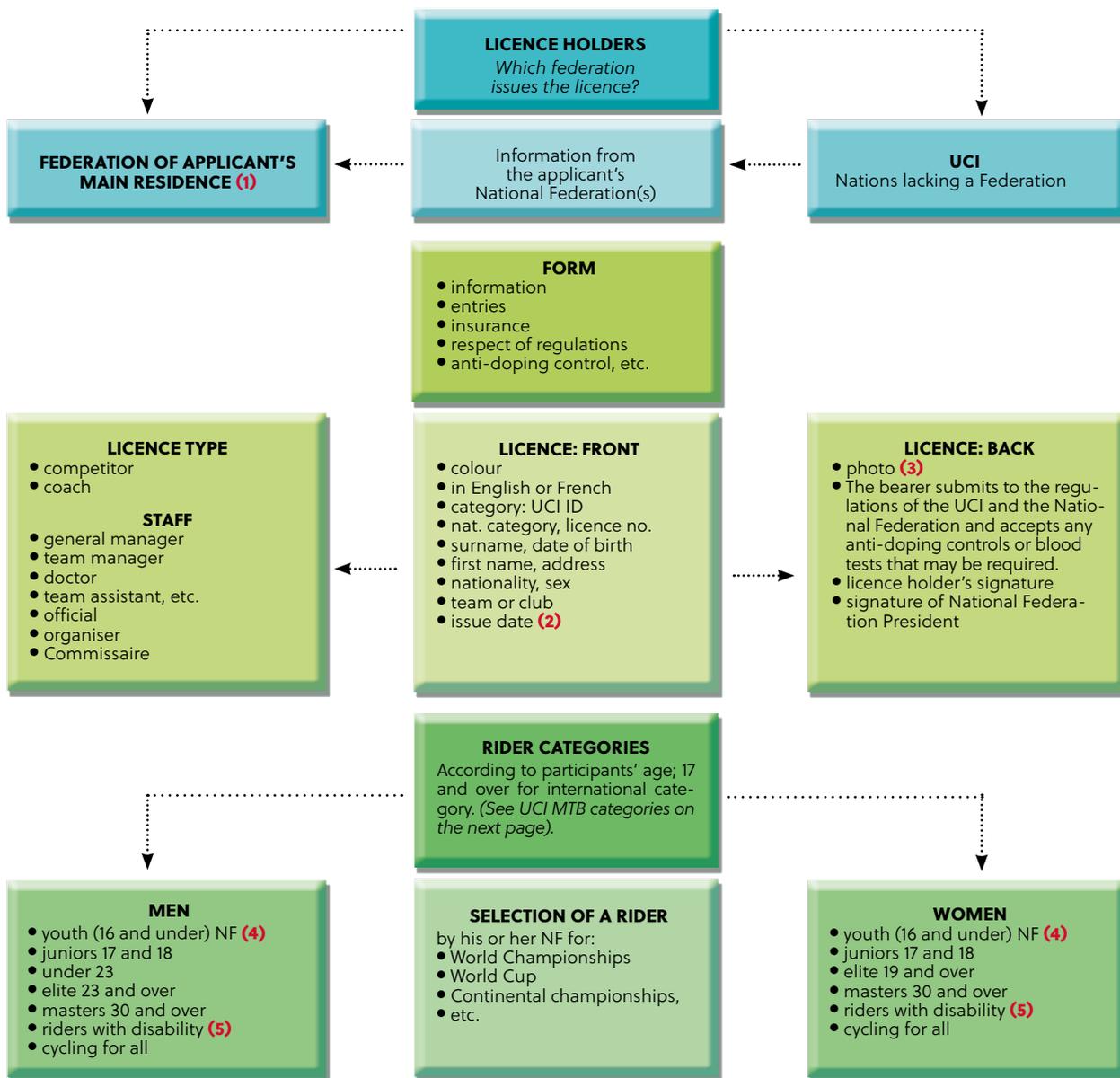


DIAGRAM. Licence check

(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 their UCI ID remains the one delivered by his/her own federation.

(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.

### 4.1.4.2. UCI Mountain Bike Categories



The categories that may apply at various types of international mountain bike races are as follows below. These are slightly different from the age categories found in Part I of the UCI Regulations and apply specifically to MTB races.

**NOTE**

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

COMPETITION TYPE	MEN	WOMEN
CROSS-COUNTRY OLYMPIC (XCO)	Elite (23+), Under 23 (19-22), Junior (17-18)*	Elite (23+), Under 23 (19-22), Junior (17-18)*
CROSS-COUNTRY MARATHON (XCM)	All Riders 19+ in the same category, including Masters	All Riders 19+ in the same category, including Masters
CROSS-COUNTRY ELIMINATOR (XCE)	All Riders 17+ in the same category (Junior, Under 23, Elite)	All Riders 17+ in the same category (Junior, Under 23, Elite)
CROSS-COUNTRY SHORT CIRCUIT (XCC)	All Riders 17+ in the same category (Junior, Under 23, Elite)	All Riders 17+ in the same category (Junior, Under 23, Elite)
CROSS-COUNTRY STAGE RACES (XCS)	All Riders 19+ in the same category (Under 23, Elite)	All Riders 19+ in the same category (Under 23, Elite)
DOWNHILL (DHI)	All Riders 17+ in the same category (Junior, Elite), except World Cups and World Championships*	All Riders 17+ in the same category (Junior, Elite), except World Cups and World Championships.*
FOUR CROSS (4X)	All Riders 17+ in the same category (Junior, Elite)	All Riders 17+ in the same category (Junior, Elite)
ENDURO	All Riders 17+ in the same category (Junior, Elite)	All Riders 17+ in the same category (Junior, Elite)

\* For World Cup events and World Championships, the prevailing regulations should always be checked concerning the specific rules for the Junior and Under 23 categories.



Where it is noted in the table above that the riders are all in the same category, this means that no separate results are submitted to the UCI for the separate categories; only the combined results are submitted.

For International XCO races, the organiser is not obligated to hold junior or under 23 categories. Separate U23 XCO Hors Class and class 1 events may be organized for men and women, in this case separate results must be submitted for both categories. During class 2 and class 3 XCO events U23, men and women, will compete with the elite categories. As such no separate results must be submitted for the U23 categories at class 2 and class 3 XCO events (**ARTICLE 4.1.004**).

If no under 23 category is held, any riders in this category will race and earn UCI points in the elite category. If an under 23 category is held for an XCO race, then Under 23 riders may choose between the under 23 category and the elite category except at World Championships, continental championships and, at the discretion of the host National Federation, national championships.

In order to be confirmed as a starter in a race, a rider must present his or her licence to the Commissaires' panel. The licence is the identity document that confirms the rider's category, age and nationality.

### 4.1.4.3. UCI ranking

UCI rankings are drawn up for both Men and Women in each of the following categories and mountain bike disciplines from the publication date of this guide. The prevailing regulations concerning the disciplines and categories for the UCI mountain bike ranking can be checked in the current version of the UCI Regulations.

<b>XCO</b>	Elite and Under 23 combined
<b>XCO</b>	Junior
<b>DHI</b>	Elite (riders 17+)*
<b>4X</b>	Elite (riders 17+)

\*except World Cups & World Championships



The UCI mountain bike ranking is governed by **ARTICLES 4.7.001 to 4.7.010** of the UCI MTB Regulations. It is drawn up 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.

The UCI ranking is updated after the Olympic Games, World Championships, World Cup events, continental championships and on December 31. The UCI ranking is updated during the season, those dates are published on the UCI website and into the Commissaires Extranet (Race documents - Ranking publication date)

Rank	Rider	Nation	Team	Age	Points
1	SCHURTER Nino	SUI	SCOTT-SRAM MTB RACING TEAM	31	2265
2	MAROTTE Maxime	FRA	CANNONDALE FACTORY RACING XC	31	1985
3	SARCOU Jordan	FRA	BH-SRSLINTOUR-KMC	25	1453
4 +1	TEMPER Stéphane	FRA	BIANCHI COUNTERMAIL	31	1337
5 +1	FURME Manuel	GER	CANNONDALE FACTORY RACING XC	35	1247
6 +1	VALERO SERRANO David	ESP	MUR FACTORY RACING TEAM	29	1243
7	VOGEL Florian	SUI	FOCUS XC TEAM	35	1224
8	SINTSOV Anton	RUS	JBC - 2 PROFESSIONAL MTB TEAM	32	1213
9 +1	KULHAVY Jaroslav	CZE	SPECIALIZED RACING	32	1120
10 +1	ABSALON Julien	FRA	BMX MOUNTAINBIKE RACING TEAM	37	1105

The UCI ranking is important for international MTB races because:

- As per **ARTICLE 4.2.061**, it is the only acceptable method used to determine the call-up order in XCO events (although the prevailing regulations should always be double-checked for major events such as World Championships and World Cups in case of a change). That is, the highest ranked riders are always called first, in order of their ranking, with unranked riders afterwards, called in random order.

**NOTE**

For XCM events, the last published UCI MTB Marathon Series ranking is used first, followed by the most recently published UCI XCO ranking.

- For DHI events and 4X events, the current UCI DHI or 4X ranking is used to determine the start order in the seeding or qualifying run, with the highest ranked riders starting last.

The latest UCI ranking is always available on the UCI website. To download the UCI ranking into a Microsoft Excel spreadsheet, use the "Export Rankings" button on the upper right side of the page ([www.uci.ch](http://www.uci.ch)).

#### 4.1.4.4. 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, discipline 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)
- At the bottom of the main page, click on the link "Publications".
- At the bottom of the "Publications" page, there are two links under the heading "Financial Obligations".
  - Financial obligations (in Euro)
  - 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.
- Click on the "Financial Obligations" link.
- Click on the "Mountain bike" link on the "Financial Obligations" page.
- 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:
  - HC Races
  - Class 1 Races
  - Class 2 Races
  - Class 3 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 XCO Race in an "America 1" country like Canada, the 3rd place male Elite rider must receive at least 400 Euros, or the equivalent paid in the local currency according to the UCI Exchange Rate.
- Using the same example, in an "America 2" country such as Chile, the organizer would only have to pay a minimum 50% of the indicated prizes (the equivalent of 200 Euros for 3rd place male Elite in an XCO race).
- To find out whether a country is a "1st group" country or a "2nd group" country, click on the "National Federations" link on the "Financial Obligations" page.

**UCI FINANCIAL OBLIGATIONS**

**Mountain-Bike - Prize Money**

**Continental Calendars**

EUROPE 1 :	100%	EUROPE 2 :	60% of indicated prizes
OCEANIA 1 :	100%	OCEANIA 2 :	60% of indicated prizes
AMERICA 1 :	100%	AMERICA 2 :	50% of indicated prizes
ASIA 1 :	100%	ASIA 2 :	50% of indicated prizes
AFRICA 1 :	100%	AFRICA 2 :	40% of indicated prizes

**MINIMUM PRIZE MONEY - ONE-DAY RACES:**

HC	XC				DH/		4X	
	Men Elite	Women Elite	M/W U23*	M/W Juniors	Men	Women	Men	Women
1st	€ 1'200	€ 930	€ 400	€ 200	€ 1'200	€ 930	€ 530	€ 465
2nd	€ 930	€ 665	€ 265	€ 130	€ 930	€ 665	€ 400	€ 330
3rd	€ 665	€ 465	€ 200	€ 100	€ 665	€ 465	€ 265	€ 265
4th	€ 530	€ 330	€ 165	€ 80	€ 530	€ 330	€ 130	€ 200
5th	€ 400	€ 200	€ 130	€ 65	€ 400	€ 200	€ 65	€ 130
6th	€ 330	€ 165	€ 100	€ 50	€ 330	€ 165	€ 65	€ 100
7th	€ 265	€ 130	€ 80	€ 45	€ 265	€ 130	€ 65	€ 65
8th	€ 200	€ 100	€ 65	€ 30	€ 200	€ 100	€ 65	€ 50
9th	€ 165	€ 80	€ 50	€ 25	€ 130	€ 80		
10th	€ 130	€ 65	€ 30	€ 20	€ 65	€ 65		
11th	€ 100							
12th	€ 80							
13th	€ 65							
14th	€ 65							
15th	€ 65							
<b>Total</b>	<b>€ 5'190</b>	<b>€ 3'130</b>	<b>€ 1'485</b>	<b>€ 745</b>	<b>€ 4'715</b>	<b>€ 3'130</b>	<b>€ 1'585</b>	<b>€ 1'605</b>

\*M/W prize money scale only when a split race is organised for those categories, if not, the Elite prize money scale will be applied.

**MINIMUM PRIZE MONEY - STAGE RACES:**

General classification:	Class HC prize money one-day race = 50%
Per Stage:	Prize money scale as per Class 2 one-day race.

The prize money table for MTB Class 1 Races in the 2013/2014 season is given here 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, this fact must be reported to the UCI by the PCP 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).



**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 MTB races.
  - Describe the national categories for MTB races, defined by their own National Federation.
  - Explain how any national MTB 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 MTB 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.
  - Explain how the start order is drawn up for various types and levels of competition.



**WHAT TO DO**

- Check the list of categories and registration deadlines in advance.
- Advise an organiser of an HC or C1/2/3 event that members of MTB Elite Teams for the discipline in question are not charged entry fees.
- Arrive at the race prepared with the latest UCI rankings and lists of teams from the UCI website.



**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 I - MEETINGS AND ALLOCATION OF TASKS

The Commissaires' duties at a race can be described chronologically 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 (technical 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. Course and venue inspection

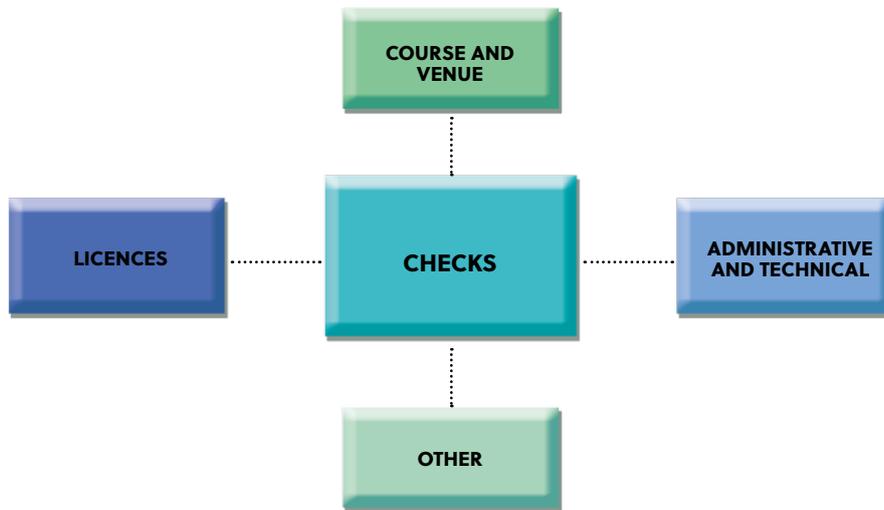


DIAGRAM. Checks at the venue



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 courses. 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 course is designed, marked and built in a way such that it presents a sporting challenge without being unfair (e.g. there are not too many single track sections without passing opportunities).



The course inspection also involves verifying that the course is well marked, i.e. that enough tape and signs (correctly placed) have been used, including signs indicating the distance remaining for XC races. For XC events, this also includes verifying the location, layout and setup of the feed/technical assistance zones.



For XCE events, it is important to check that the start and finish line are separate (but close together) and that there is enough space at the start for the call up (a minimum of 3 heats must be ready to start at any time during the race). There must also be enough space behind the start line to stage the riders.



For DH events, particularly important aspects include the placement of course marking tape, any proposed "go-grounds" for especially difficult sections and safety "exclusion" zones to keep spectators from the edge of the course (described as "A" and "B" zones in **ARTICLE 4.3.007**). Examination of the design of the finish area, including the braking area after the finish line is very important.

**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 course inspection is to identify any undue hazards that may have been missed by the organiser, providing a course 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 course inspection is not to be a 'safety' inspection, but rather to check that risk is well managed and most of all, that the course presents a sporting challenge while being fairly and completely defined with signs and marking tape.

Examples of some of the things that are checked include:

**A) HEADQUARTERS:**



The opening times (before and after the race) must be given in the technical guide (**ARTICLE 1.2.056**).

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

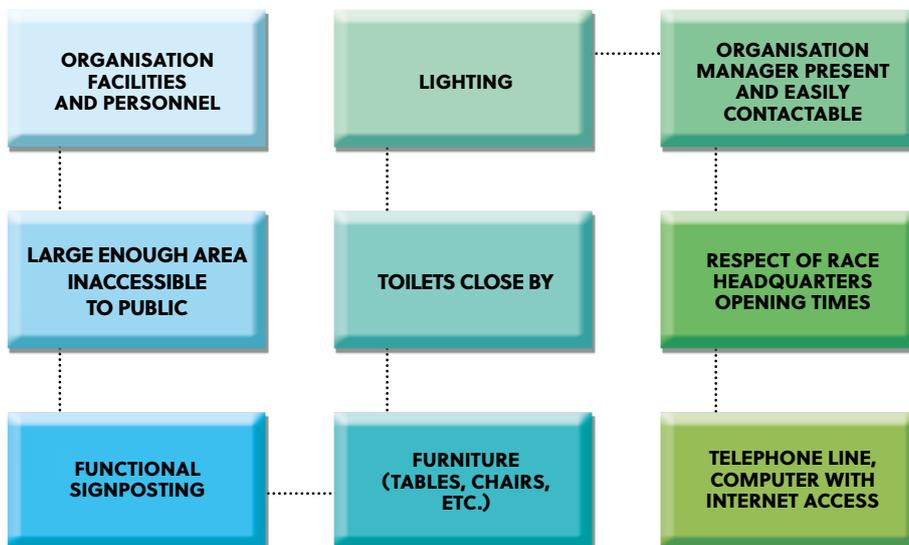


DIAGRAM. Ideal race headquarters equipment and personnel

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 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.



- A doping control station (with the facilities discussed in the anti-doping section of this guide).



- The equipment of the race timing service provider (confirmation of the type of timing system used should be given).
- The radio communication system provided by the organiser.
- Information on the location and number of display boards for communiqués and results.
- Information on the location and layout of the race registration office.



- A room 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.).

**B) THE LAYOUT AND PREPARATION OF THE COURSE AND IMPORTANT TECHNICAL ZONES:**

- The start area and race staging area.
- The finish area.
- For XC races, the feed/technical assistance zones.
- The number and position of arrows and warning signs on the course; the placement of the course marking tape; whether any high speed sections of the course need a security zone to keep the spectators at a safe distance.
- Correction of any parts of the course where it is possible to take shortcuts or where the course may become unrideable in bad weather.
- Check that there are no inflatable arches (without supports) over the course.
- Check safety features where needed by means of padding, fencing or catch nets.



- Ensure that any bridges are covered with a non-slip surface.

**4.2.1.2. Registration / Confirmation of Starters**

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 from riders who are not members of an elite team in the discipline of the race, if not already paid by other means (e.g. an on-line registration system).
- To produce the start lists.

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

A **weather-resistant** information board must be installed.



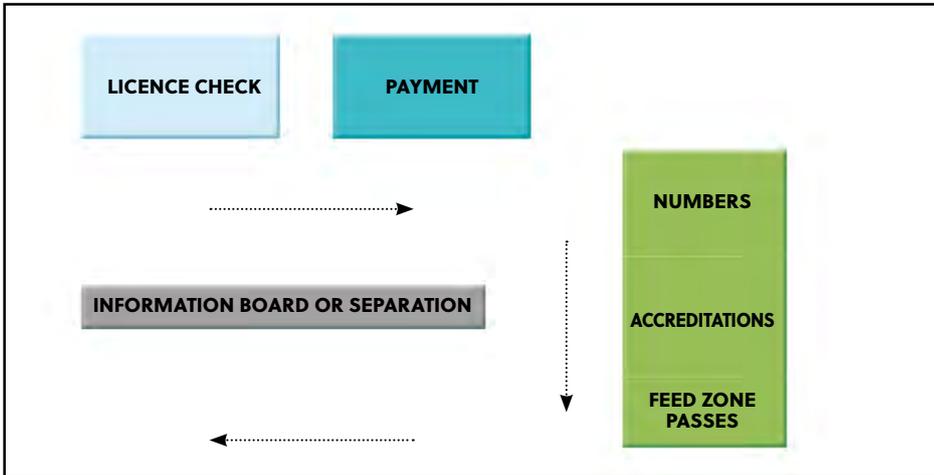
#### Check list – What to look for when checking riders' licences

- The rider's UCI code 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 (license 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: licence check, payment 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 especially for double events when the queue can be very long.

Specific times will be reserved for the UCI ELITE MTB Teams only. A panel with the appropriate times must be posted at the entrance of the room. During these times, a volunteer – with a list of the concerned teams must be posted at the entrance and allow the team managers from UCI MTB Teams only.

Notice boards must be set-up with the following information:

- Licence check XCO / XCE
- Licence check DHI
- Payment
- Numbers

Registration fees (including all taxes and/or insurance contributions) may not exceed the equivalent of:

REVIEW AT [01.2017](#)

UCI WORLD CUP	FORMAT	CATEGORY	2017 FINANCIAL OBLIGATION
INDIVIDUAL (M/W)	XCO (*)	Elite / U23	€ 80
INDIVIDUAL (M/W)	DHI (**)	Elite	€ 80
INDIVIDUAL (M/W)	DHI (**)	Juniors	€ 40

(\*) According to UCI MTB Regulations [ARTICLE 4.5.013](#)

(\*\*) According to UCI MTB Regulations [ARTICLE 4.5.019](#)

The following riders are exempted from the registration fee:

- riders belonging to a UCI ELITE MTB Team
- riders belonging to a UCI MTB Team ranked in the top 10 of the concerned UCI Team Ranking
- riders belonging to a UCI MTB Team and ranked in the top 20 (XCO and DHI) or the top 10 (4X) of the last World Cup individual standings.

At "licence check", the rider receives a label (see examples below), clearly mentioning if (s)he is exempted from the registration fee. The rider then presents the label at "payment", where it needs to be stamped as a proof that the rider passed the payment. Finally, the rider hands in the label at numbers distribution and in return (s)he will receive the race number and bike plate.

<p><u>XCO - Men Elite</u></p> <p><b>1 KULHAVY Jaroslav</b></p> <p>SPECIALIZED RACING</p> <p><b>NO PAY</b></p>	<p><u>XCO - Women Elite</u></p> <p><b>55 POLLINGER Judith</b></p> <p>INFOTRE - BI &amp; ESSE - LEECOUGAN</p>	<p><u>DHI - Men</u></p> <p><b>5 HART Danny</b></p> <p>GIANT FACTORY OFF-ROAD TEAM</p> <p><b>NO PAY</b></p>
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**NOTE**

Please note that XCO riders for whom no team is mentioned on the label, the F/TA zone pass(es) must be given at registration.

The labels will be prepared by the UCI secretary. Each label will be stuck to a coloured post-it per category at the licence check.

Upon completion of the riders' confirmation, the UCI secretary will provide to the organiser a list with the payment details for each confirmed rider and the total amount that should have been paid.



**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 course and venue inspection.
- Explain course marking standards for national races in their own country as well as UCI races.
- Describe the registration process and layout of the registration area.
- Explain the organiser's role with regards to safety.

**INTERNATIONAL COMMISSAIRES**

Additionally, International Commissaires should be able to:

- Describe the specific regulations for registration at international races (Elite MTB Teams, World Cup events).
- 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 that the licence check and registration sessions are respected and carried out properly.
- Ensure proper checks of the race courses and facilities (to the greatest extent possible for XCM and XCS events).



**WHAT NOT TO DO**

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

#### 4.2.2.

#### 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,
- course marshals' 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 technical guide.

##### 4.2.2.1. Meeting with the organiser



#### The following individuals should attend:

- The PCP
- The organiser
- The registration coordinator
- The marshal coordinator
- The course 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 body and handlebar numbers 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 MTB 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 code, 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.
- The preparation of the room for the team managers' meeting (if held).

- The planned technical resources for race supervision, in particular:
  - The meeting with the marshal coordinator to review the marshalling of the course and discuss the topics to be covered during the course marshals' briefing.
  - Ensuring that a sufficient number of 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 course. Directions to the closest hospital must be provided (this information must also be included in the technical guide).
  - The lead bike for XCO races (and following motorcycle for XCM/XCP).
  - The rider roll call procedures for the start, the race start times and the number of laps (if relevant).
- 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 course and its specific details, the strategic points of the course, difficult uphill sections, dangerous downhill sections, the feed/technical assistance zones, the 80% zone, finish procedures and protocols.
- 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.
  - For XCO/XCC events, the lapboard and bell.
  - For XC events, the starter's pistol and ammunition.
  - Red and yellow flags and whistles for course marshals.
- **Check of medical facilities:** Medical positions around the venue and course, number of medics and the doctor's name.
- **For XC Events:**
  - For XCO, XCM and XCP events, the lead bike and rider.
  - For XCM and XCP events, the sweep bike and rider.
- **For DH Events**
  - Any intermediate timing points.
- **Check of the race courses.**
- **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.

#### 4.2.2.2. Team managers' meeting



##### The following individuals should attend:

- 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.

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 technical guide,
  - Details of any necessary modifications of the event schedule.
- Highlights any specific regulations for the event, as mentioned in the technical guide.
- Presents additional information, depending upon the race discipline, as follows:

#### XC EVENTS

- The start times for each category.
- The number of laps for each category (XCO events).
- Whether or not the 80% rule will be in effect (XCO events) and where the 80% zone will be located.
- The number of starters on each grid line.
- The time at which the staging boxes open.
- Specific details of the race, such as the course distance, whether or not there will be a start loop (and how many start loops), the location of feed/technical assistance zones and any related transport provided by the organisation.
- At the end of the meeting (for most classes of international and national race), the feed/technical zone accreditation is distributed to the team managers.

**DH EVENTS**

- The race method used (whether the World Cup method with a qualifying round or other such as a seeding run).
- The start order of the categories.
- Reminds riders that they must be on time for their race.
- The approximate amount of time required to reach the start area from the bottom of the course and the rider transport arrangements. Also specifies when the uplift will be closed before the end of each practice session.
- The arrangements concerning the hot seat.
- Reminds the riders (or team managers) about specific national rules (if any) on additional safety equipment required in the host country.

**4-CROSS EVENTS**

- The rider transport arrangements from the finish to the start during the race.
- The time and location where handlebar and body numbers will be distributed for the final round following the qualifying round.
- Reminds the riders (or team managers) about specific national rules (if any) on additional safety equipment required in the host country.

**XCE EVENTS**

- The start time of the qualifying run and the time interval between riders.
- The start order.
- The start method for the heats (whether with bike holders or one foot down).
- The place and time where numbers will be changed following the qualifying run.
- A reminder for riders who advance to the next round of competition to return immediately to the start area.

- Confirms the arrangements for transponder distribution and return.
- Sets out the requirement for the top 3 riders to appear on the podium properly dressed in race clothing.
- 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 technical guide, such as the number of laps for XCO races. 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.

### 4.2.2.3. Other meetings : Commissaires' panel meeting, course marshal briefing

#### MEETING OF THE COMMISSAIRES' PANEL



##### The following individuals should attend:

- 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.

#### COURSE MARSHAL BRIEFING



##### The following individuals should attend:

- The PCP
- The marshal coordinator
- The marshals
- The medical coordinator



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 course marshals have been instructed.

The purpose of the meeting with the marshal coordinator is as follows:

- To determine whether enough marshals have been assigned to the course, or if more are needed.
- To ensure that the marshal positions are marked on a map of the course and venue and that signs identifying the number of each marshal station are posted along the course.
- To ensure that the marshals are split into zones for particularly long courses, with a subordinate coordinator responsible for each zone.
- To review the instructions that the marshals will be given and to ensure that they have the necessary equipment to do their jobs (e.g. radios, red and yellow flags [DHI races], whistles, notepad and pens). In DHI events it is particularly important that all the marshals know the procedure to follow in the case of an accident. They must provide information so that a decision can be made whether to stop the race or not (what to do in case of accidents).
- To verify the process by which marshals can be contacted in order to ask them for information on race incidents or by which they can report incidents (communication procedure in case of accidents).

It is sometimes more efficient for the PCP to instruct the marshal coordinator(s), who then brief the course marshals. However, if possible, the PCP should attend the marshal briefing to make sure that the instructions are given correctly and that any questions are properly answered.

Some examples from the "Marshal Guidelines" document available for Commissaires on the Commissaires' Extranet are given below.

- **Race director:** responsible for managing all aspects of the race.
- **Marshal coordinator:** responsible for all event marshals.
- **Course director:** responsible for courses and course workers.

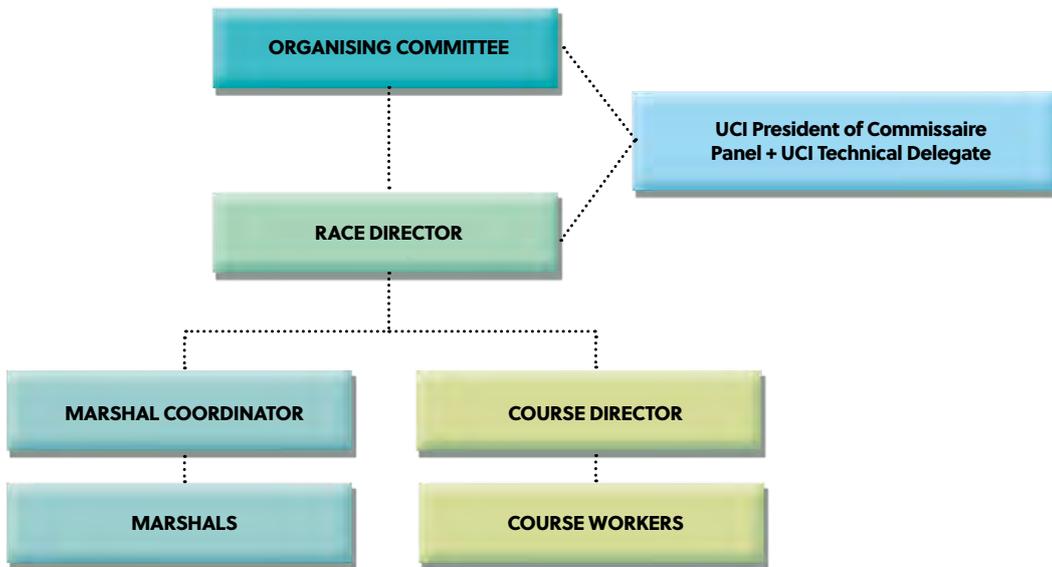
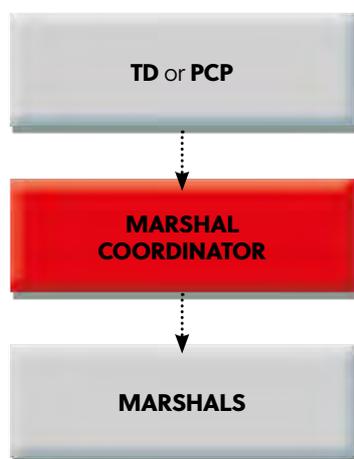


DIAGRAM. Scheme of responsibilities

Communication chain from UCI



Communication chain from Marshal

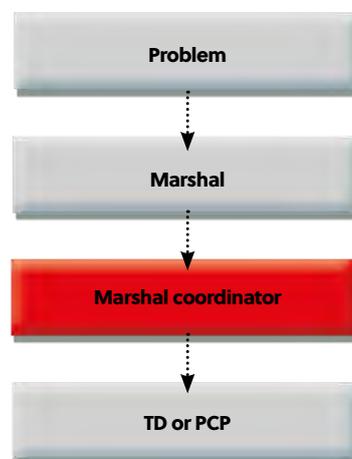
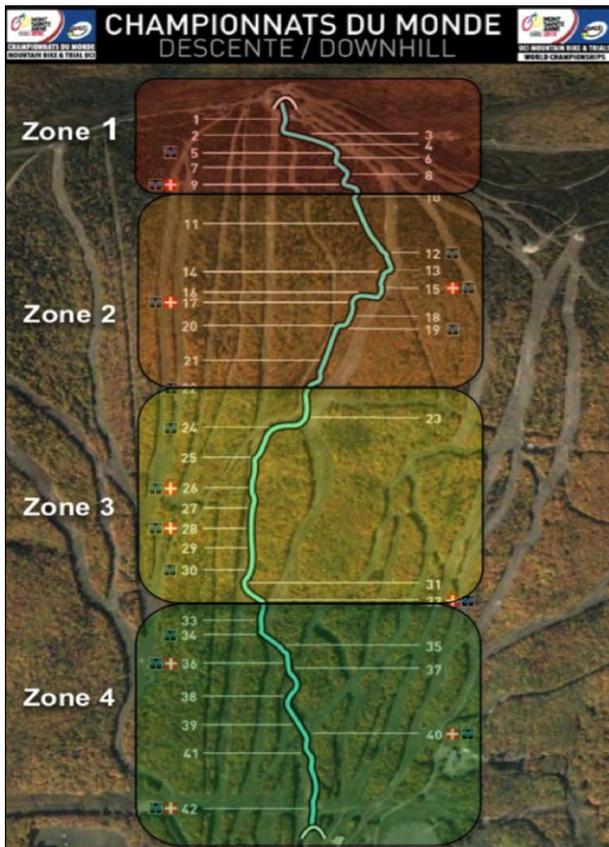
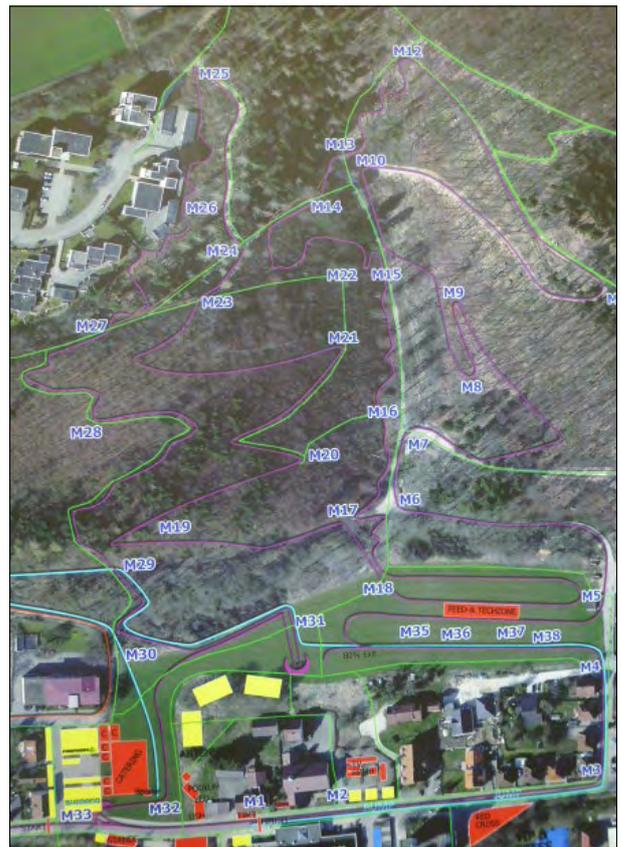


DIAGRAM. Communication chains



EXAMPLE. Marshal positions on a DH course



EXAMPLE. Marshal positions on a XCO course

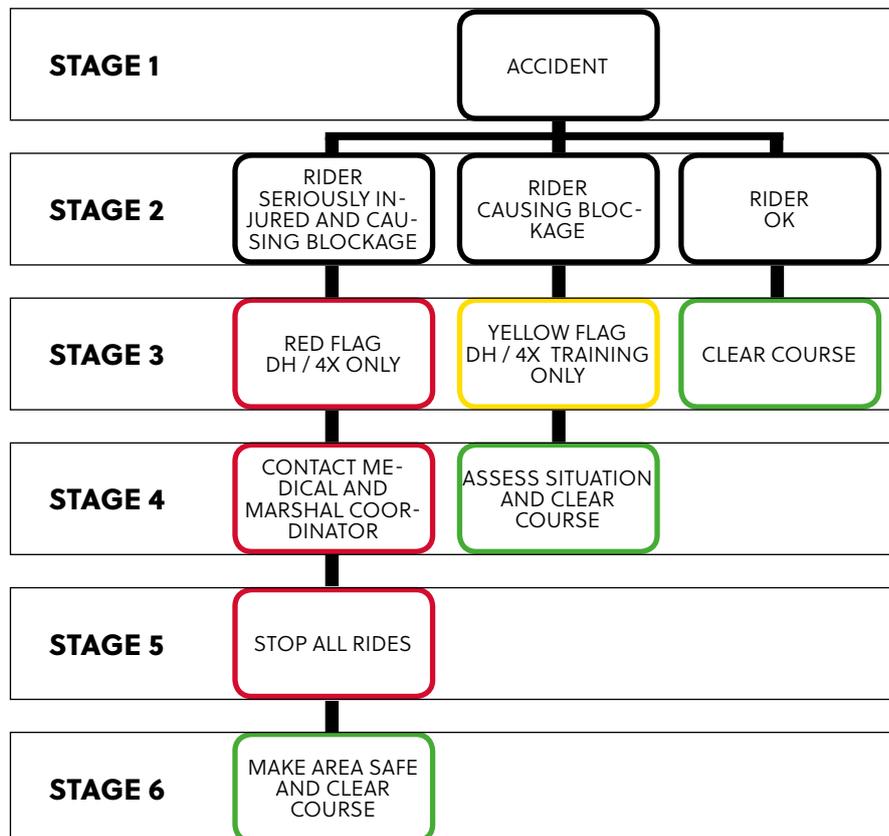


DIAGRAM. Incident process for Marshals

**MEETING WITH THE FIRST AID COORDINATOR****The following individuals should attend:**

- The PCP
- The first aid coordinator
- The marshal coordinator



The purpose of the meeting with the first aid coordinator is to ensure that adequate first aid and medical coverage is available for the race.

This includes:

- Making sure that all first aid posts are identified on the venue course map and signposted. It is also important to verify that the positions are appropriate and meet UCI and/or national regulations concerning first aid.
- Confirming that at least the minimum number of first aid personnel required by the regulations are available.
- Checking that the directions to the hospitals most likely to receive injured riders are available to team managers.
- Discussing the capabilities of the first aid team to stabilise and evacuate injured riders from the race course.
- Discussing the communication flow between the PCP, the course marshals and the medical teams, including who is responsible for making various decisions, such as deciding whether or not the race needs to be stopped (particularly in the case of DHI races).





## 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 marshal coordinator.
- Explain the role of the first aid coordinator

### INTERNATIONAL COMMISSAIRES

Additionally, International Commissaires should be able to:

- Describe what to do if an aspect of the race can't 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.
- Explain the marshal guidelines and procedures from the documents available on the Commissaires' Extranet, including the recommended instructions given to marshals.



## 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 technical guide or information that may be confusing or that has changed.

### 4.2.3. COMMISSAIRES' PANEL



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

#### GENERAL DEFINITION

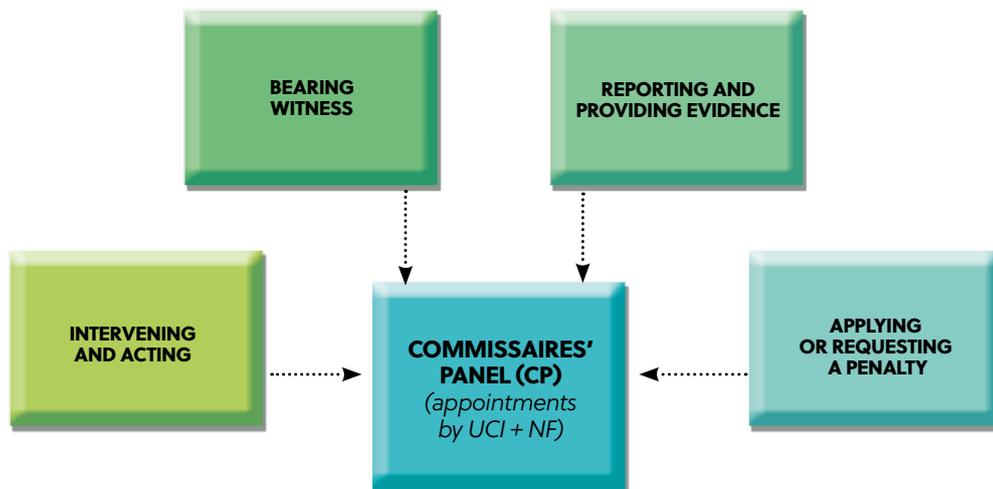


DIAGRAM. Commissaires' competences

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 (XC, DH, 4X, XCE, stage race, national race, class 3, 2, 1, continental championship, World Cups, World Championships or major games) in accordance with **ARTICLE 1.2.116** of the UCI Regulations.

## TASKS AND POWERS OF THE COMMISSAIRES' PANEL

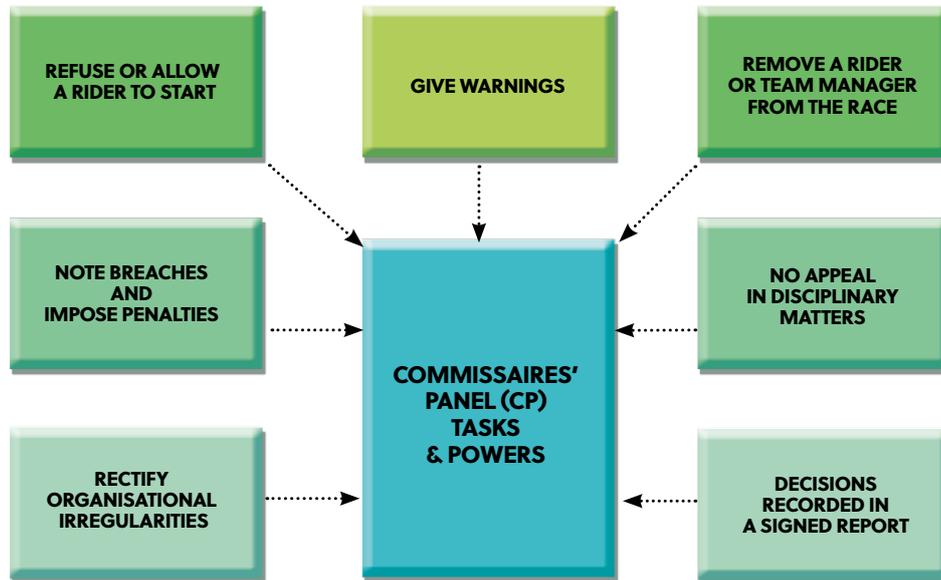


DIAGRAM. Tasks and powers of the Commissaires' panel

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 organisation.

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".

4.2.3.1. 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.

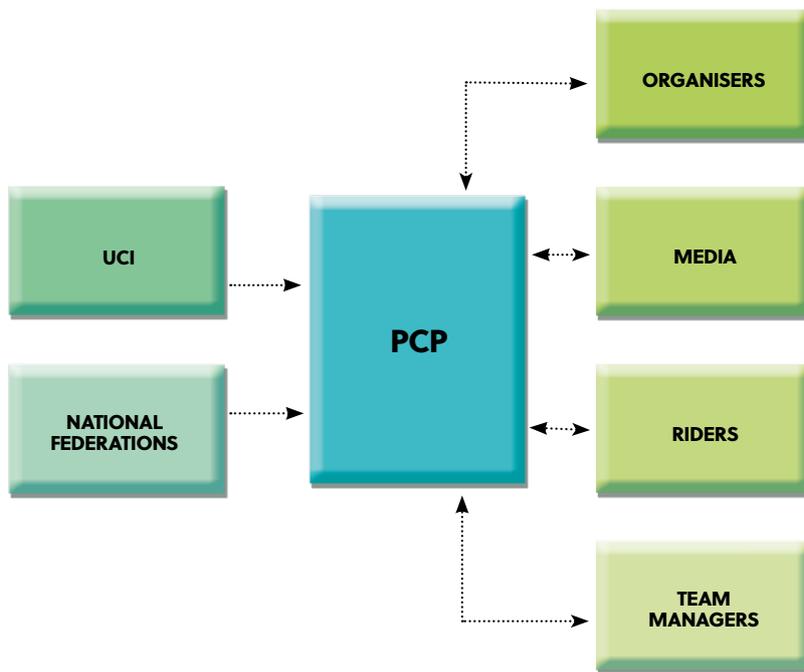


DIAGRAM. PCP



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.

### 4.2.3.2. Appointed Commissaires

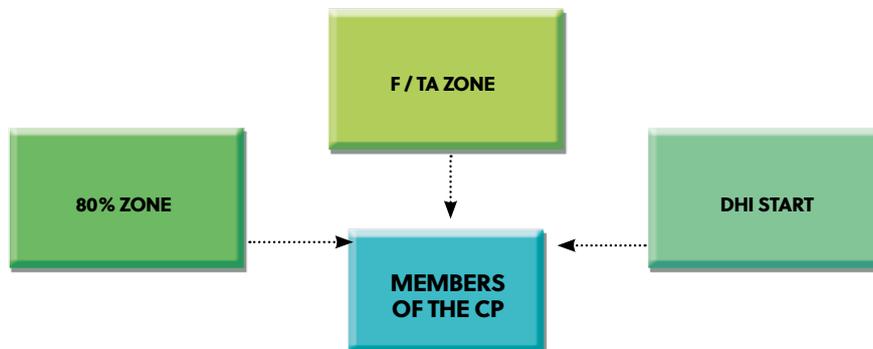


DIAGRAM. Typical tasks for members of the CP

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 at the 80% zone, supervising one or more of the feed/technical assistance zones, or helping to supervise the start in downhill events.

For each day of competition, the PCP should plan the work of the Commissaires’ panel to ensure that all important tasks are accomplished. In the example below, pairs of letters refer to each Commissaire’s initials, e.g. “PB”. A task grid such as this should always be given to each Commissaire so that everyone knows the responsibilities of other officials.

	SATURDAY									
	DHI			XCO				XCE		
	lift	start	finish	start	80%	finish	TZ	start	finish	ctr
PB (IC) - ASSISTANT PCP								X		
AF										X
PG	X							X		
AS				X				X		
GB		X						X		
DB - FINISH COMM			X	X					X	
GC									X	
MV										X
OV (IC) - SECRETARY										

### 4.2.3.3. The finish judge (FJ)

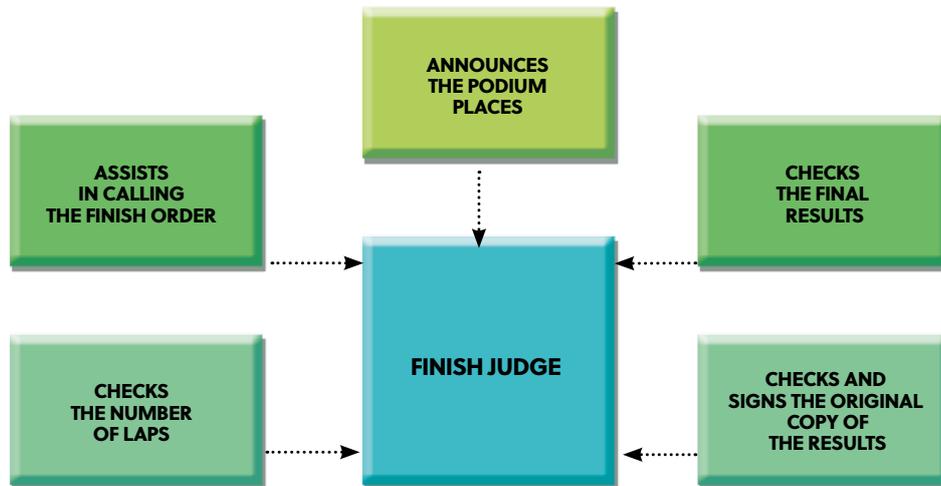


DIAGRAM. Tasks of the finish judge



The role of the finish judge is sufficiently important that it is highlighted here. The finish judge plays a very important specific role, one that is delicate and sometimes thankless. The finish judge's role is conditioned by the resources available to establish the intermediate results/standings (in MTB stage races) and the final results.

At the finish, the finish judge must:

- check the number of laps of the race, and be sure that the lap board on the finish line (and on the lead bike) always shows the correct number of laps remaining;
- arrange assistance in calling the finish order, depending on the resources available, as officials must act as if there were no photo-finish or transponder system (deliver a manual finish order);
- be able to rapidly announce the podium places; often the podium ceremony takes place within 10 minutes of the winner finishing the race. This also assists the work of the media, as the results have to be broadcast without delay. This task becomes more important in stage races, as the new leaders of the general classification must also be calculated quickly (a task that requires some advance preparation);
- verify the final results by cross-checking with the 80% Commissaire (for XCO races) and the timing service provider. A quick check with the Commissaires (or marshals) at the F/TA zones is also useful, as this is a common spot for riders to abandon the race (DNF);
- check the original copy of the results for a final time before confirming and copying them for distribution (race headquarters, media, team managers).

#### NOTE

It is worth stipulating that the finish judge is the only official responsible for all the results. The finish judge should never rely on the providers of timekeeping/photo-finish services and should always personally check and sign the documents before distribution.

#### 4.2.3.4. The UCI secretary

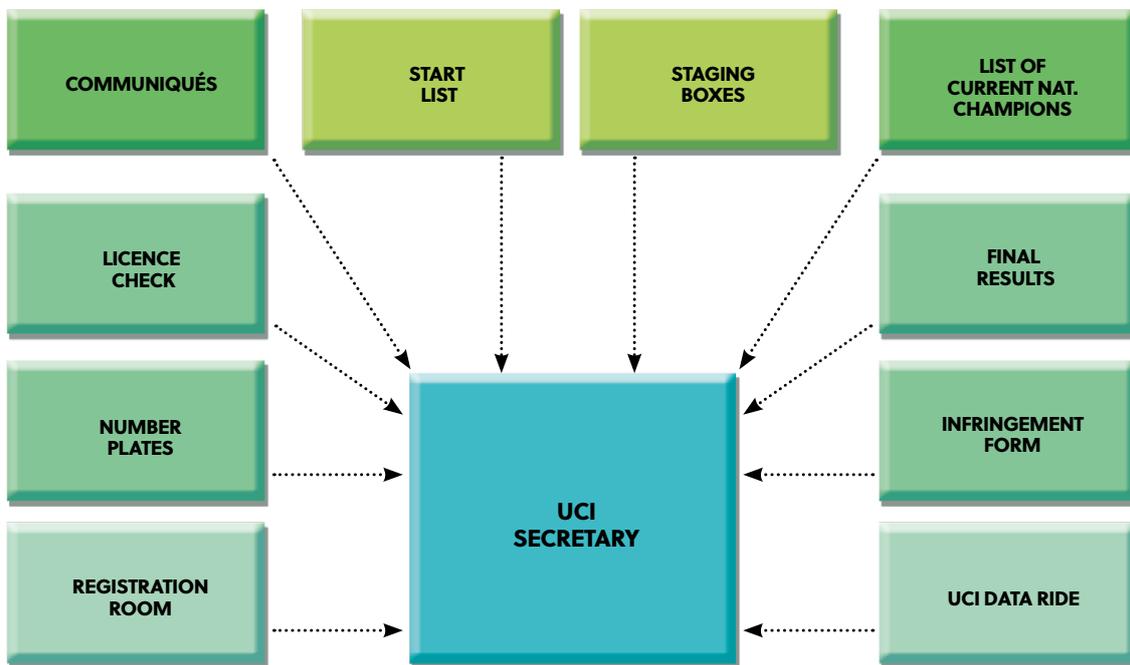


DIAGRAM. Tasks of the UCI secretary



Also very important is the role of the secretary. Just as the finish judge is the only official responsible for the preparation and verification of the results, the secretary is the only 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 organisation 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.
- Prepare the signs for the staging boxes for XC races.
- Download the lists of current national champions in advance to ensure that they are indicated on the start lists, as well as UCI codes.
- Download the list of UCI MTB and UCI ELITE MTB teams. UCI ELITE MTB teams receive free registration for races on the international calendar in the discipline in which the team is registered – endurance (XC races except stage races) or gravity. This applies to Class HC, Class 1/2/3 and World Cup events.
- Prepare and/or verify that the start lists are correctly organised according to the most up-to-date ranking, 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 judge to ensure that the final results are correct and made available to the media, 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 to Infostrada Sports using the "Results Return Form" (downloaded from the Commissaires extranet on the UCI website).

4.2.3.5. Assistant Commissaires

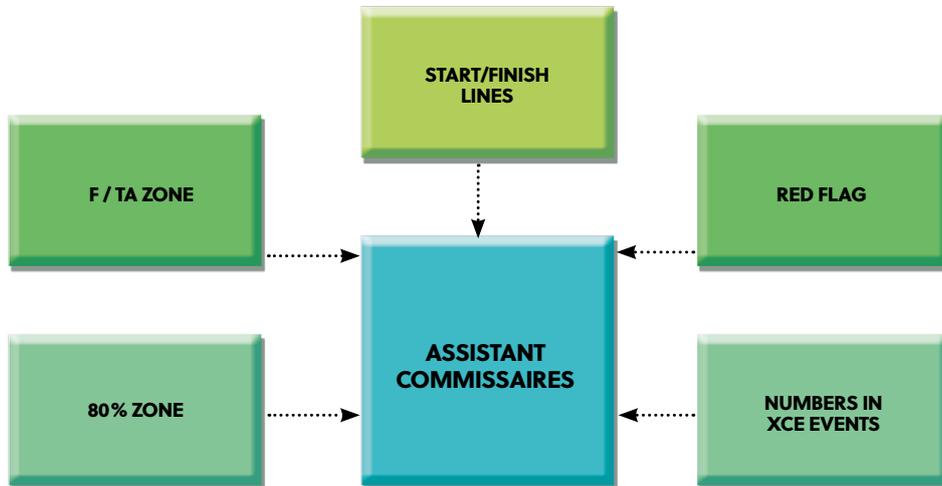


DIAGRAM. Assistant Commissaires' tasks



Assistant Commissaires help the members of the Commissaires' panel with the execution of their duties. Often this includes race staging or helping at the 80% zone, F/TA zones or start or finish lines. They may also be positioned along the race course to help with the red flag procedure during downhill events, or to help supervise the race at key points along the course.

In XCE events, they also check that the riders reaching the main event are displaying the correct number following the qualifying round results.

**NOTE**

If the assistant PCP is appointed by the host federation, he/she can be the "trait d'union" or "coordinator" between the PCP, the organiser and other National Commissaires, in this way resolving linguistic issues.

#### 4.2.3.6. The technical delegate (TD)

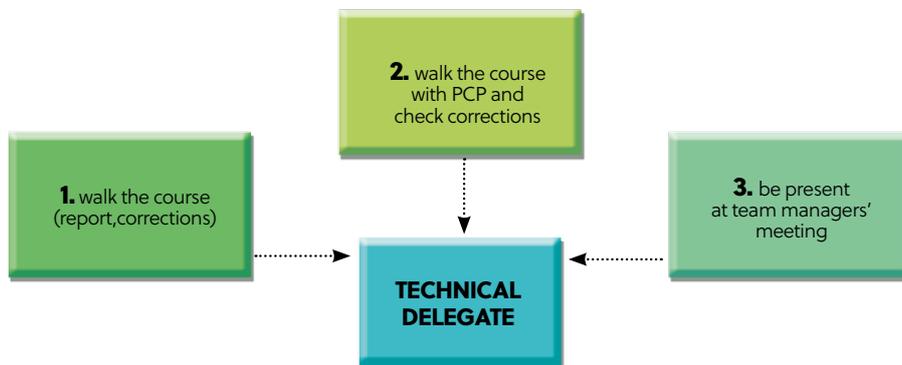


DIAGRAM. Technical delegate's tasks

 The tasks of the technical delegate (TD) are well defined in the regulations (**ARTICLES 4.1.012 – 4.1.016**). 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 walk the course with the person responsible from the organising committee and to produce a report on all required corrections.



The TD walks the course 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 sole responsibility of the TD to “deliver” a race course to the Commissaires that reasonably manages risk for the athletes and spectators, while also ensuring that the course falls within the boundaries set by the regulations and offers the best possible sporting conditions. The TD approves the final version of the race course.

The TD attends the team managers' meeting.

The TD and PCP should work as a team even though in some circumstances either the TD or the PCP has the final word.

The role of the TD in many races is actually assumed by the PCP. The UCI usually appoints a technical delegate only for World Championships, World Cups, continental championships and the Olympic Games. National federations may also appoint a technical delegate for certain national races such as national championships.

It is clear that if the PCP also assumes the role of TD, he/she has to manage both roles.





## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES 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 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.

**4.2.4.****SPORT DIRECTION DURING THE RACE**

The sport direction of Mountain Bike races begins well before the start of the race. Certain regulatory aspects of the event, such as the process of registration and the production of the start lists must be conducted in advance. It is important that these tasks are completed correctly and on time, as they are instrumental in determining the start order, which can have a major impact on the outcome of the race. It is the responsibility of the Commissaires' panel to supervise these sporting control tasks.

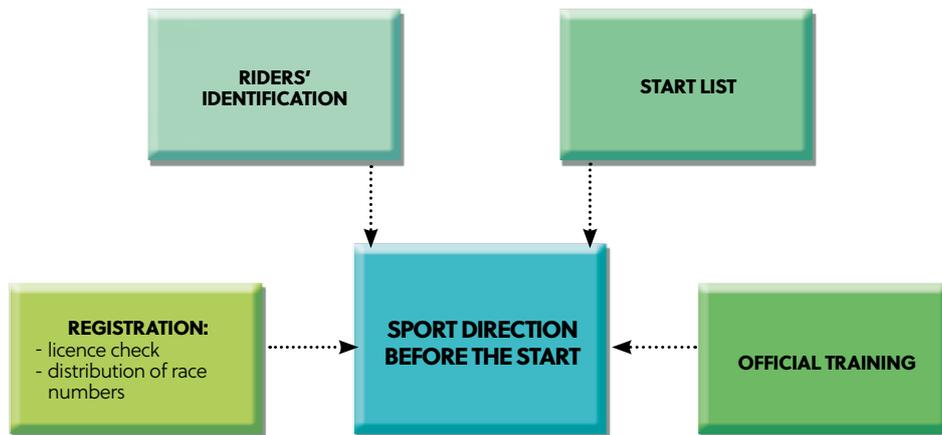


DIAGRAM. Sport direction before the start

**4.2.4.1. Registration**

As mentioned earlier in [section 4.2.1.2](#), the purpose of "Registration" or "Confirmation of Starters" is to verify that each rider on the list of entries:



- is correctly identified (name, team, UCI code and country);
- is entered in the correct category;
- is going to start (note that sometimes the confirmation of starters happens later than the registration period, e.g. in the Team Relay);
- has a valid licence for the current season and is not suspended;
- has paid the entry fee (if required to do so – riders who are members of UCI ELITE MTB teams are not required to pay entry fees for the discipline in which the team specialises at most international races);
- is issued the correct race number and is recorded on the start list according to his or her UCI ranking.

The registration is carried out under the responsibility of the UCI secretary. However, for consistency, it should be referred to as "Confirmation of Starters".



It is important to organise the various tables and work areas according to the space available in the registration room.

Generally, there are two main desks:

### **1. THE LICENCE CHECK: VERIFICATION OF UCI CODE, AGE, NATIONALITY, CATEGORY, ETC.**

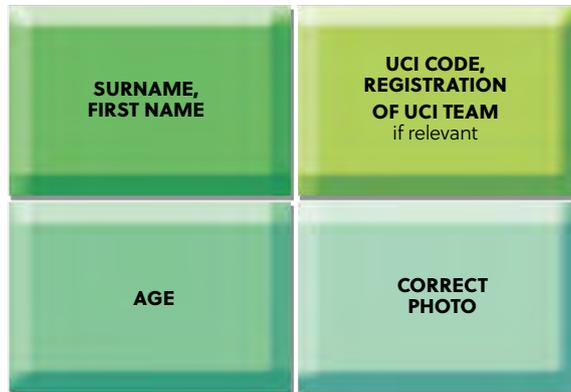


DIAGRAM. Licence check

Under no circumstances can a rider without a licence be entered in the race.



A licence holder may hold the licence of only one National Federation (**ARTICLE 1.1.009**).

The licence presented has to be valid and signed by the holder.

If a rider has forgotten his or her licence, the Secretary will suggest that the rider contacts his/her National Federation to request them to send a fax confirming that the rider is indeed a current licence holder.



In cross-country marathon events, the UCI MTB Marathon Series or Enduro events, master riders may ride with a temporary or day licence issued by the competent National Federation. The licence sets out clearly the start and end dates of the period for which it is valid. The National Federation ensures that a holder of a temporary or day licence benefits for the duration of that licence from the same insurance coverage and other advantages as those granted with an annual licence (**ARTICLE 4.1.010**). It is also important to be aware that some federations do not issue temporary or one-day licences. For these reasons, it is important for the PCP to obtain licence information in advance in order to avoid any potential controversies (or misconceptions) at registration. Apart from these temporary or one-day licences, only annual licences issued by a National Federation that is a member of the UCI will be accepted.



At registration, it is important to validate the riders' ages (juniors or masters); if necessary riders should confirm their age by means of an official document such as a passport. For events contested by national teams, such as the World Championships, the riders' passports should be presented along with licences.

It is also important to check the consistency of information between licences and start lists (spelling of name, correct UCI code, etc.) because start lists (and results) will be used for the UCI or national rankings.

**SAMPLE**

Front

**INTERNATIONAL CYCLING UNION** 

NAME OF THE NATIONAL FEDERATION \_\_\_\_\_

UCI Category \_\_\_\_\_ Code \_\_\_\_\_ UCI: YEAR \_\_\_\_\_

National category \_\_\_\_\_ Number \_\_\_\_\_

Surname \_\_\_\_\_ Date of birth \_\_\_\_\_

First name \_\_\_\_\_ Address \_\_\_\_\_

Nationality \_\_\_\_\_ Gender: M / F \_\_\_\_\_

Team \_\_\_\_\_

Club \_\_\_\_\_

Issued on \_\_\_\_\_

Back

**INTERNATIONAL CYCLING UNION** 

NAME OF THE NATIONAL FEDERATION \_\_\_\_\_

*Photo* \_\_\_\_\_

The holder agrees to abide by the regulations of the UCI and National Federations.

The holder accepts anti-doping and blood tests provided by the rules and the sole competence of the CAS.

Signature of the President \_\_\_\_\_ Signature of the holder \_\_\_\_\_

If a licence has been issued by a National Federation but does not bear a photo of the holder, Commissaires must ascertain the exact identity of the rider by checking an official identity document (passport, national identity card, etc.).

In respect of riders who have not reached majority age (Men and Women junior categories), the age of the participant should be checked by means of an official document (passport or other).

**LANGUAGE**



The licence shall be written in French or English. Other language versions of its text may also appear (ARTICLE 1.1.025).

**IDENTIFICATION**



ARTICLE 1.1.028 specifies that the licence colour should change each year in the following order:

2018	Blue
2019	Red
2020	Green
2021	White

The objective is to allow rapid visual checks based on colour in order to make fraud more difficult.

**2. DISTRIBUTION OF RACE NUMBERS**



The final step in the registration process is to issue the race numbers. No rider can be given their numbers until their licence has been verified, they have paid the entry fee (if required) and they have satisfied any other conditions to enter the race as specified by the technical guide.

At some events, such as the World Championships, it is also necessary for the Commissaires to validate that the advertising on the national team uniform (jersey and shorts) complies with the UCI Regulations. This is done during the registration period; it is normally one of the first steps in the confirmation process.

It is important that the Secretary explains the procedure to the organisation staff responsible for overseeing the riders' confirmation (described in section 4.2.1.2 of this guide).

#### 4.2.4.2. Riders' Identification (Numbers)

Once a rider's licence has been verified by the Commissaires, the registration process is completed by issuing the rider's race numbers. For Mountain Bike races, a handlebar number plate and a matching body number worn on the rider's back are issued. Riders are forbidden from modifying, cutting or otherwise changing their numbers. Handlebar numbers are mandatory whenever a rider is on the course, during training or competition. During competition, the back number is also mandatory.



#### 4.2.4.3. Before the start

##### 4.2.4.3.1. Start lists

Following the registration period, the UCI secretary works with the timing service provider to produce the start lists for the competition.



A start list, in the order of start, is drawn up for each category in the competition. For most international races (**ARTICLES 4.2.061** and **4.5.015**), the start order is determined using the last published UCI ranking for the discipline. For national races that are not also international races, a national ranking may be used.

The information in the start lists includes:

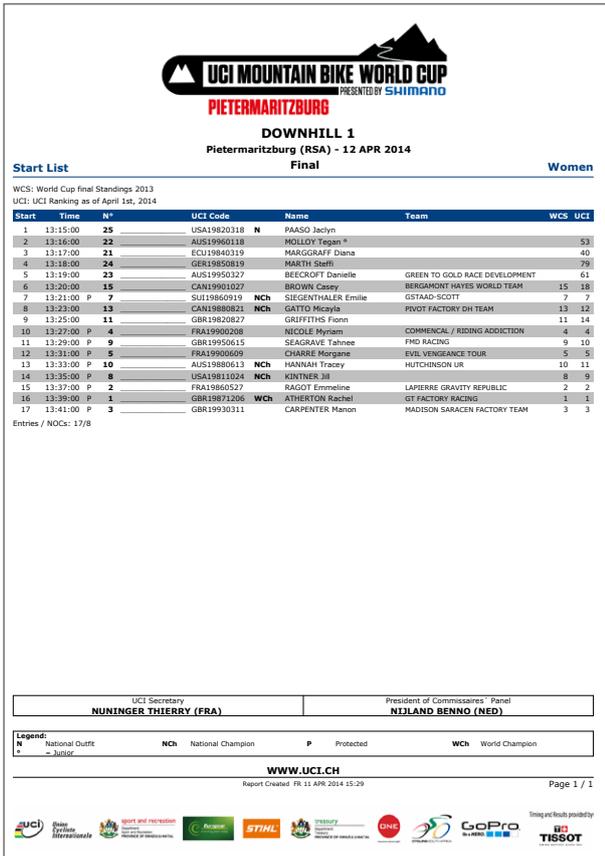


- The race name and date.
- The start time.
- The category.
- The race distance (including the number of laps for XCO races).
- The race number, name, UCI code, team and country of each rider, in order from the first rider to start (or to be called to the start line for XC races) to the last.

- For DHI events, the individual start time of each rider.
  - For DHI events, the seeding run or qualifying run is done in reverse order of the ranking, so that the highest ranked rider starts last. The start lists for the final are then drawn up in reverse order of the results from the seeding or qualifying run.
- For XCE events, the start list for the qualifying round starts from number 33 (or 37),
  - The start list is based on the most recent UCI individual ranking, drawn up in the order described in **ARTICLE 4.2.011**.
  - For the main event, race numbers are allocated on the basis of the qualifying round results, starting from number 1 (allocated to the winner of the qualifying round).



An example of DHI and XCO start lists is given below.



**UCI MOUNTAIN BIKE WORLD CUP**  
PRESENTED BY SHIMANO  
**PIETERMARITZBURG**

**DOWNHILL 1**  
Pietermaritzburg (RSA) - 12 APR 2014

**Start List** Final Women

WCS: World Cup final Standings 2013  
UCI: UCI Ranking as of April 1st, 2014

Start	Time	N°	UCI Code	Name	Team	WCS	UCI
1	13:15:00	25	USA19820318	N	PAASO Jaclyn		
2	13:16:00	22	AUS19960118		MOLLOY Tegan*	53	
3	13:17:00	21	ECU19840119		MAKGGIAFF Diana	40	
4	13:18:00	24	GER19850819		MARTH Steffi	79	
5	13:19:00	23	AUS19950227		BECROFT Danielle		61
6	13:20:00	15	CAN19901027		BROWN Casey	15	18
7	13:21:00	P 7	SUI19860919	Nch	SIEGENTHALER Emilie		7
8	13:23:00	13	CAN19880821		GATTO Micayla		13
9	13:25:00	11	GBR19820827		GRIFITHS Fiona		11
10	13:27:00	P 4	FRA19900208		NICOLE Myriam	COMMERCIAL / RIDING ADDICTION	4
11	13:29:00	P 9	GBR19950615		SEAGRAVE Tahnee	FMD RACING	9
12	13:31:00	P 5	FRA19960609		CHARRE Morgane	EVIL VENGANCE TOUR	5
13	13:33:00	P 10	AUS19880613	Nch	HANNAH Tracey	HUTCHINSON UR	10
14	13:35:00	P 8	USA19811024	Nch	KINTNER Jill		8
15	13:37:00	P 2	FRA19860527		RAGOT Emmanuelle	LAPIERRE GRAVITY REPUBLIC	2
16	13:39:00	P 1	GBR19871206	Wch	ATKINSON Rachel	GTI FACTORY RACING	1
17	13:41:00	P 3	GBR19930311		CARPENTER Manon	MADISON SARACEN FACTORY TEAM	3

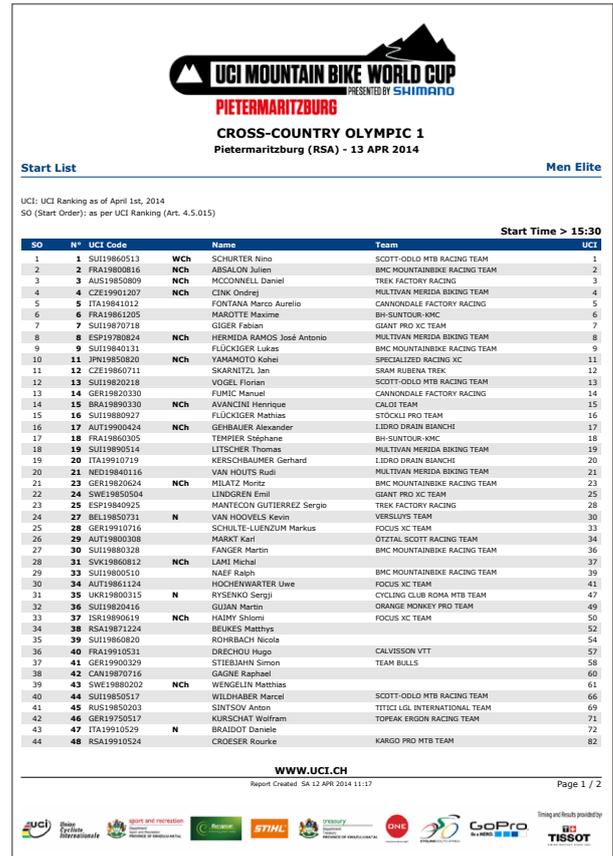
Entries / NOCs: 17/8

UCI Secretary: **NUNINGER THIERRY (FRA)**  
President of Commissaires' Panel: **NIJLAND BENNO (NED)**

Legends: N National Outfit, Nch National Champion, P Protected, Wch World Champion

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EXAMPLE. DHI start list



**UCI MOUNTAIN BIKE WORLD CUP**  
PRESENTED BY SHIMANO  
**PIETERMARITZBURG**

**CROSS-COUNTRY OLYMPIC 1**  
Pietermaritzburg (RSA) - 13 APR 2014

**Start List** Men Elite

UCI: UCI Ranking as of April 1st, 2014  
SO (Start Order): as per UCI Ranking (Art. 4.5.015)

SO	N°	UCI Code	Name	Team	Start Time > 15:30	UCI
1	1	SUI19860513	Wch	SCHURTER Nino	SCOTT-ODLO MTB RACING TEAM	1
2	2	FRA19890816	Nch	ARISALON Julien	BMC MOUNTAINBIKE RACING TEAM	2
3	3	AUS19850809	Nch	MCCONNELL Daniel	TREK FACTORY RACING	3
4	4	CZE19901207	Nch	CINK Ondrej	MULTIVAN MERIDA BIKING TEAM	4
5	5	ITA19941012		FONTANA Marco Aurelio	CANNONDALE FACTORY RACING	5
6	6	FRA19861205		MAROTTE Maxime	BH-SUNTOUR-KMC	6
7	7	SUI19870718		GISER Fabian	GIANT PRO XC TEAM	7
8	8	ESP19780824	Nch	HERNANDEZ RAMOS José Antonio	MULTIVAN MERIDA BIKING TEAM	8
9	9	SUI19840131		FLÜCKIGER Lukas	BMC MOUNTAINBIKE RACING TEAM	9
10	10	JPN19850820	Nch	YAMAMOTO Kohhei	SPECIALIZED RACING XC	10
11	11	CZE19860711		SKARNITZL Jan	SRAM RUBENA TREK	11
12	12	SUI19820218		VOGEL Florian	SCOTT-ODLO MTB RACING TEAM	12
13	13	GER19820330		FUMIC Manuel	CANNONDALE FACTORY RACING	13
14	14	BRA19890330	Nch	AVANCINI Henrique	CALDI TEAM	14
15	15	SUI19890927		FLÜCKIGER Mathias	STOCKLI PRO TEAM	15
16	16	AUT19900424	Nch	GEBHAUER Alexander	LIDRO DRAIN BIANCHI	16
17	17	FRA19860305		TEMPIER Stéphane	BH-SUNTOUR-KMC	17
18	18	SUI19890514		LITSCHER Thomas	MULTIVAN MERIDA BIKING TEAM	18
19	19	ITA19910715		KIRSCHBAUMER Gerhard	LIDRO DRAIN BIANCHI	19
20	20	NED19840116		VAN HOUTS Rudi	MULTIVAN MERIDA BIKING TEAM	20
21	21	GER19820624	Nch	MILATZ Moritz	BMC MOUNTAINBIKE RACING TEAM	21
22	22	SWE19890504		LINDGREN Emil	GIANT PRO XC TEAM	22
23	23	ESP19840925		MANTECÓN GUTIERREZ Sergio	TREK FACTORY RACING	23
24	24	BEL19850731	N	VAN HOOVELS Kevin	VERSLUYS TEAM	24
25	25	GER19910716		SCHLITTE LUENZUM Markus	FOCUS XC TEAM	25
26	26	AUT19800308		MARKT Karl	OTZTAL SCOTT RACING TEAM	26
27	27	SUI19880328		FANGER Martin	BMC MOUNTAINBIKE RACING TEAM	27
28	28	SVK19860812	Nch	LARI Michal	BMC MOUNTAINBIKE RACING TEAM	28
29	29	SUI19800510		NAEF Ralph	BMC MOUNTAINBIKE RACING TEAM	29
30	30	AUT19861124		HOCHENWARTER Uwe	FOCUS XC TEAM	30
31	31	UKR19800315	N	RYSENKO Serhij	CYCLING CLUB ROMA MTB TEAM	31
32	32	GUS19840416		GULJAN Maxon	ORANGE MONEY FMD TEAM	32
33	33	ISR19890619	Nch	HAIMY Shlomi	FOCUS XC TEAM	33
34	34	RSA19871224		BEUKES Matthys		34
35	35	GER19910716		ROHRSBACH Nicola		35
36	36	FRA19910531		DRECHOU Hugo	CALVISSON VTT	36
37	37	GER19900329		STIEBLAHN Simon	TEAM BULLS	37
38	38	CAN19870716		GAGNE Raphael		38
39	39	SWE19880202	Nch	WENCKELS Mathias		39
40	40	SUI19850517		WILDHABER Marcel	SCOTT-ODLO MTB RACING TEAM	40
41	41	RUS19850203		SINTSOV Anton	TITTEL LUG INTERNATIONAL TEAM	41
42	42	GER19790517		KIRSCHNER Wolfgang	TOPEAK ERIGON RACING TEAM	42
43	43	ITA19910529	N	BRAIDOTT Daniele		43
44	44	RSA19910524		CRIDESER Roukrie	KARIGO PRO MTB TEAM	44

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EXAMPLE. XCO start list

4.2.4.3.2. Official training



As per UCI MTB Regulation **ARTICLE 4.1.022**, the course must only be ridden by riders during the events and official training periods. During such official training periods, marshal and medical coverage must be present. All other persons must be kept clear of the course.

This said, mountain bike races are often held at ski areas, which maintain a network of mountain bike trails that are open each day. The race course is often part of such trail networks; as such, it can be difficult to completely close it outside of the official training periods. If riders are encountered by the Commissaires, during a course inspection for example, they should be warned that the course is not open and that they must leave it at the earliest opportunity and not practice again until the official training period. Permitting riders to continue training on the course without marshals and medical staff present could be a point of liability as well as being unfair to the other riders who observe the official training schedule. Also, if riders are present during the course inspection walk, this places the safety of the Commissaires, organisational staff and technical delegate at risk.

Should riders not heed this warning, a significant fine for disobeying Commissaire instructions and the official schedule is appropriate. Should it happen again, then disqualification is appropriate. In extreme cases, the PCP has the right to immediately disqualify riders who are practicing outside the official training schedule. A good example would be downhill riders who are found to be still training on the course well after it has been closed.

 For Downhill races, specific regulations also require that all riders must complete a minimum of two training runs, and that all training runs must start from the start area. The penalty for ignoring either of these regulations is disqualification (**ARTICLES 4.3.022 and 4.3.023**).

Also, it should be obvious that if, during a race, a rider in a different category than that racing is found training on the course, then the offending rider should be disqualified.



Finally, official training is considered part of the event as a whole; as such, the clothing and equipment regulations still apply. Commissaires who notice riders whose clothing does not comply during practice (e.g. rider not wearing a national champion jersey) should speak to the riders in order to warn them that they must comply with the regulations. This will give the riders involved time to correct the problem before the race begins. Once the staging or start procedure for the race has begun, the penalties for such infractions should be applied. However, during official training, warnings are generally given. Of course, any rider whose clothing or equipment is deemed by the Commissaires to be unsafe should not be permitted to start the training session until the problem has been corrected.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain the purpose of registration.
- Describe how to check licences.
- Describe the information contained on race start lists.
- Explain the quantity and format of the numbers issued to riders in MTB races and when they must be used.
- Explain when riders are allowed to train on the course and when they are not.

### INTERNATIONAL COMMISSAIRES

Additionally, International Commissaires should be able to:

- Describe the circumstances under which late entries can be accepted for World Cup events (**ARTICLE 4.5.001** and onwards).
- Explain the registration process and the process for confirming starters for World Cup events and the World Championships (UCI Regulations, Part IX, World Championships).

**4.2.5.**  
ALLOCATION OF TASKS

Each member of the Commissaires' panel has specific tasks to accomplish during the race.



The breakdown of the different Commissaire positions and tasks at MTB events is summarised as follows:

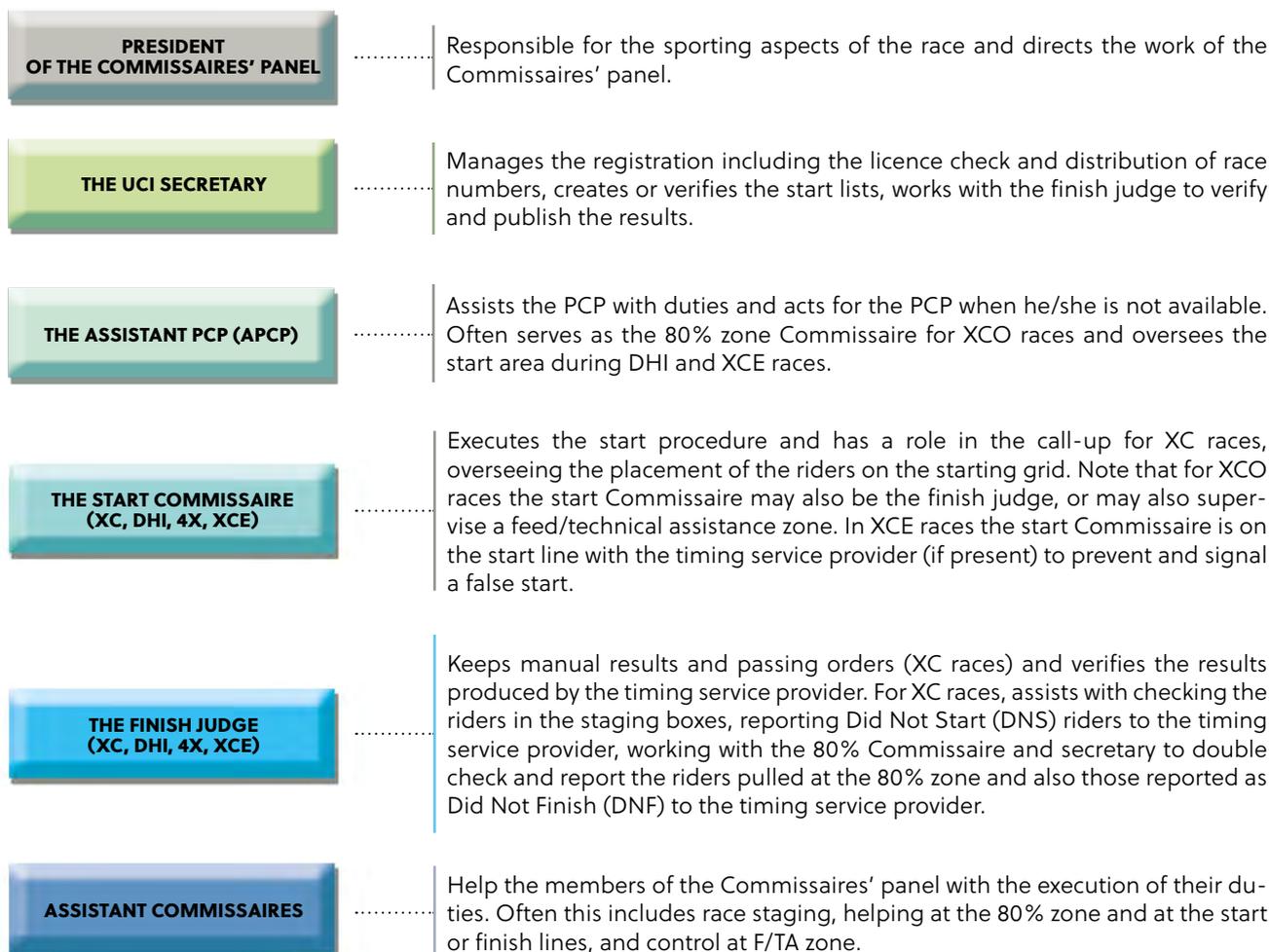


DIAGRAM. Allocation of tasks

The diagram above summarises the tasks generally attributed to each member of the Commissaires' panel; however, these tasks can vary according to the type of race and also the number and experience of the Commissaires that are assigned. As such, while these are the standard tasks that are assigned, the PCP may decide to change this suggested task distribution if needed.

### 4.2.5.1. Technical delegate



TASK	XC RACE	DH RACE	4X RACE	XCE RACE
Inspect and approve (or have corrected) the key technical zones (start, finish, staging boxes, feed/technical assistance zones), and other race facilities (offices, schedule, timing, etc.).	Yes	Yes	Yes	Yes
Inspect and approve (or have corrected) the race course, taking into account the preparations made by the organisation and the feedback of the PCP.	Yes	Yes	Yes	Yes
Be present at the team managers' meeting.	Yes	Yes	Yes	Yes
Be the main point of contact for team managers regarding concerns about the course or other technical areas.	Yes	Yes	Yes	Yes
Be present during the call-up and start of the race.	Yes	-	-	Yes
Be available at the finish line during the race and change the lap number on the lead bike.	Yes	-	-	-
Be present at the finish line to manage the photographers.	Yes	-	-	Yes
Be present at the finish line to manage the hot seat.	-	Yes	-	-
Be present in the TV trailer with the PCP (or on the course) to watch the competition and the general conduct of the riders.	-	-	Yes	-
Ensure that the riders required at the podium make their way there as soon as possible following the finish of the race.	Yes	Yes	Yes	Yes

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



TASK	XC RACE	DH RACE	4X RACE	XCE RACE
Together with the TD (or as the TD, if none is assigned), inspect the key technical zones (start, finish, staging boxes, feed/technical assistance zones) and race course.	Yes	Yes	Yes	Yes
Have a meeting with the organiser to learn about the preparations for the race.	Yes	Yes	Yes	Yes
Have a meeting with the marshal coordinator and medical coordinator to ensure that the course, medical and emergency medical response aspects of the event are adequately prepared.	Yes	Yes	Yes	Yes
Have a meeting with the Commissaires' panel and assistant Commissaires to discuss the technical aspects of the race and assign the various tasks that must be performed by the Commissaires.	Yes	Yes	Yes	Yes
Serve as the chairperson of the team managers' meeting.	Yes	Yes	Yes	Yes
Serve as the representative and sole voice of the Commissaires' panel before the team managers, riders, media and organisation.	Yes	Yes	Yes	Yes
Be present and assist with the call-up and start of the race.	Yes	-	-	Yes
Be present at the finish line when the winning riders arrive to judge the final sprint and the conduct of the riders in the finish area.	Yes	-	-	-
Be present at the finish line to watch the conduct of the riders in the finish area and on the hot seat. Decide if a course blockage is necessary and deal with any subsequent requests for restarts.	-	Yes	-	-
Manage the work of the other Commissaires during the race by moving between their positions and providing help if needed.	Yes	-	-	-
Be present in the TV trailer (or on the course) to watch the competition and the general conduct of the riders and pronounce any necessary penalties (red, blue or yellow cards).	-	-	Yes	Yes
Witness the podium ceremony to ensure that the required riders appear, properly dressed in jersey and shorts as per the regulations and technical guide.	Yes	Yes	Yes	Yes
With the assistance of the Commissaires' panel, pronounce any penalties that must be applied.	Yes	Yes	Yes	Yes

### 4.2.5.3. Assistant PCP



TASK	XC RACE	DH RACE	4X RACE	XCE RACE
Represent/serve as the PCP in his or her absence.	Yes	Yes	Yes	Yes
Attend the team managers' meeting.	Yes	Yes	Yes	Yes
Assist with staging and call-up.	Yes	-	-	Yes
Manage the 80% zone and confirm the riders pulled at the 80% zone to the finish judge following the race.	Yes	-	-	-
Be present at the start in order to monitor the conduct, race clothing and equipment of the riders.	-	Yes	-	Yes
If the 80% rule is not in effect, monitor one of the feed/technical assistance zones following the race start.	Yes	-	-	-
Represent the PCP at the finish line to confirm any penalties, or supervise a key section of the race course during the event.	-	-	Yes	-

### 4.2.5.4. Secretary



TASK	XC RACE	DH RACE	4X RACE	XCE RACE
Work with the organisation to prepare and supervise registration, including checking licences and issuing race numbers.	Yes	Yes	Yes	Yes
Prepare the start lists according to the UCI and/or NF regulations, or verify that the lists prepared by the timing service provider are correct.	Yes	Yes	Yes	Yes
Be present at the team managers' meeting.	If Possible	If Possible	If Possible	If Possible
Remain in overall control of the race administration, including document revision control and serving as the coordinator of the work of the timing service provider and finish judge to ensure that the results are correctly prepared and distributed.	Yes	Yes	Yes	Yes
Write, publish and distribute the communiqués of the Commissaires' panel.	Yes	Yes	Yes	Yes

4.2.5.6. Start Commissaire



TASK	XC RACE	DH RACE	4X RACE	XCE RACE
Be present at the team managers' meeting.	Yes	Yes	Yes	Yes
Assist with the staging and call-up, and execute the race start procedure (as per the UCI Regulations).	Yes	-	-	Yes
Following the start, supervise one of the feed/technical assistance zones.	Yes	-	-	-
Monitor the start area during practice and record the number of practice runs started by each rider. Before beginning the practice or the race, ensure that the marshals and first aid attendants are in position.	-	Yes	-	-
Implement the start procedure during the race, ensuring that any gaps in the start list are respected. Before beginning the race, ensure that the marshals and first aid attendants are in position using the radio. Also, coordinate the dispatch of "forerunners" to test the timing system and "open" the course.	-	Yes	-	-
Perform backup timing during the race.	-	Yes	-	-
Ensure that the riders choose their gate positions in the correct order, confirm those gate positions over the radio and monitor the start procedure for white line violations (4X only) or other irregularities.	-	-	Yes	Yes

### 4.2.5.7. Finish Judge



TASK	XC RACE	DH RACE	4X RACE	XCE RACE
Be present at the team managers' meeting.	Yes	Yes	Yes	Yes
Assist with the staging and call-up; after the start, confirm with the other Commissaires the numbers of any riders who Did Not Start (DNS).	Yes	-	-	Yes
Keep a race passing order and judge the finish; verify that the results provided by the timing service provider are correct, including verification of any riders pulled at the 80% zone.	Yes	-	-	-
In stage races, verify that the general classification is correct, as well as the stage results.	Yes	-	-	-
Perform backup timing and keep a finish order. Do periodic time calculations to verify that the times provided by the timing service provider are correct. Verify the final results.	-	Yes	-	-
Judge the finish order during the race, particularly confirming the 1 <sup>st</sup> and 2 <sup>nd</sup> placed riders (who advance to the next round of the competition) over the radio. Be prepared also to offer an opinion concerning any irregular sprint.	-	-	Yes	Yes

### 4.2.5.8. Assistant Commissaires



TASK	XC RACE	DH RACE	4X RACE	XCE RACE
Be present at the team managers' meeting, if required by the PCP.	Yes	Yes	Yes	Yes
Assist with the staging and call-up.	Yes	-	-	Yes
Following the start, supervise one of the feed/technical assistance zones or assist one of the members of the Commissaires' panel with this task.	Yes	-	-	-
Assist the DH start judge during the practice/race.	-	Yes	-	-
Execute the red flag procedure at positions on the course in locations where there is a high possibility of a crash that might require a course hold.	-	Yes	-	-
Assist the finish judge.	Yes	Yes	Yes	Yes
Assist the 80% Commissaire.	Yes	-	-	-
Supervise a portion of the course during the race to check for interference or failure to stay within the boundaries of the course.	-	-	Yes	Yes
Keep a passing order during the race to use when verifying that all riders completed the full course.	Yes	-	-	-



#### LEARNING OUTCOMES

##### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Describe the specific tasks of various members of the Commissaires' panel.
- Given a race schedule, and a particular number of Commissaires, explain the daily task assignments for the Commissaires appointed to supervise the race.

##### INTERNATIONAL COMMISSAIRES

Additionally, International Commissaires should be able to:

- Explain the number and level of Commissaires that must be appointed for various levels of international MTB races (as per Part I of the UCI Regulations – **ARTICLE 1.2.116**).

#### 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 or the NF and carry out their mission in accordance with UCI or national anti-doping regulations and the local laws of the host country.

DCOs work in collaboration with the doctor appointed to conduct the anti-doping tests and with the PCP, keeping them informed of proceedings.

##### 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 finish judge.

#### NOTE

It is important that the finish judge thoroughly checks all the results drawn up by the organisers' timing service provider (whether National Commissaires or not) as mistakes can be made entering or calculating results. The timing system used does not always take the UCI Regulations into account, particularly those concerning UCI Codes, DNF, DNS riders or riders pulled out at the 80% zone.



#### 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. DURING THE RACE II - SPORTING CONTROL TASKS

#### 4.3.1. SPORTING CONTROL TASKS – ALL FORMATS

Mountain Bike racing is a diverse sport, with two principle disciplines: endurance and gravity. Within each of these disciplines, there are several different kinds of race.

The sporting control tasks and methods used depend upon the type of race. The most important aspects of these issues are described in this section.

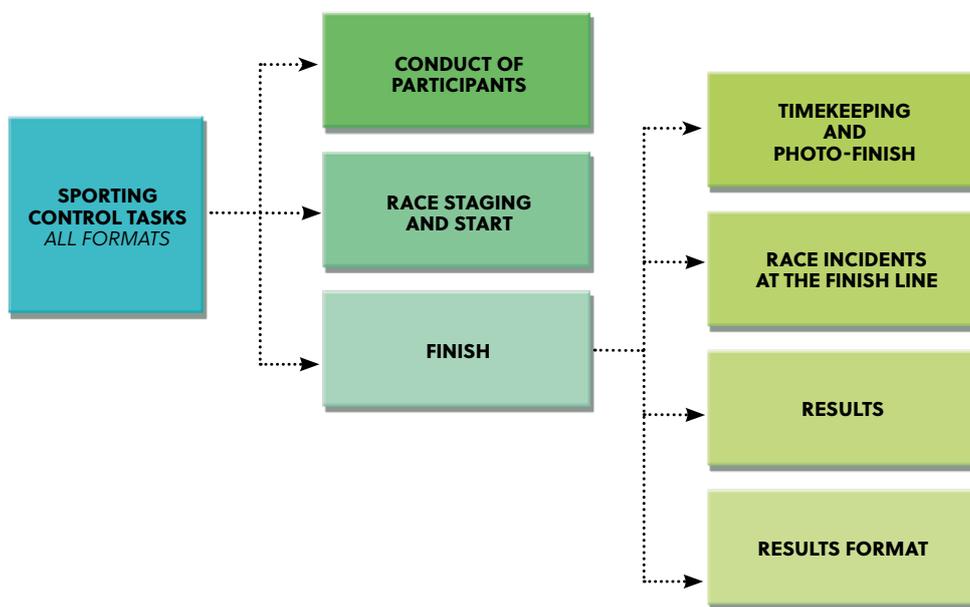


DIAGRAM. Sporting control

### 4.3.1.1. Conduct of participants in MTB races

While there are some particular aspects of the conduct of participants in MTB races that are specific to certain types of race (e.g. 4X), the following behaviours are common to all types of race. It is important to note that these are in addition to the conduct rules of Part I, General Organisation of Cycling as a Sport (**ARTICLES 1.2.079 – 1.2.083** of the UCI Regulations).



**ARTICLES 4.1.034 – 4.1.037** of the UCI Regulations apply specifically to MTB events:



#### UCI REGULATIONS – PART IV, CHAPTER 1

<b>4.1.034</b>	<p>A rider must act in a sporting manner at all times and must permit any faster rider to overtake without obstructing.</p> <p><b>NOTE</b> <i>This does not necessarily mean that a rider must “pull over and stop” to allow a faster rider to pass, nor does it mean that a rider should compromise safety to allow a faster rider to pass (for example, trying to pull aside in a technical downhill section). However, it does mean that a rider cannot deliberately block or obstruct a passing rider, when it is obvious that the other, faster rider is trying to pass. The rider who is being passed must allow the overtaking rider to do so as soon as reasonably possible.</i></p>
<b>4.1.035</b>	<p>If a rider exits the course for any reason, he/she must return to the course at the same point from which he/she exited. If the president of the Commissaires’ panel deems that the rider gained advantage, the rider is disqualified (DSQ).</p> <p><b>NOTE</b> <i>The key to correctly applying this regulation depends on whether the rider who left the course gained an advantage. This always depends upon an examination of the circumstances of any such incident. For example, a rider who leaves the course because he or she crashes has obviously not gained an advantage. On the other hand, a rider who overtakes one or more riders by cutting across the inside of a corner (out of bounds) has definitely gained an advantage. The circumstances must always be taken into account, as no two incidents are exactly alike. Also, the reliability of the source of such information must be considered.</i></p>
<b>4.1.036</b>	<p>The riders must respect nature and must make sure that they do not pollute the course venue.</p> <p><b>NOTE</b> <i>This can mean littering, public urination, or a variety of other related undesirable acts. Appropriate penalties could include warnings, a monetary fine or disqualification; the penalty depends upon what exactly the rider has done.</i></p>
<b>4.1.037</b>	<p>Anyone who is found to have altered the course has his/her accreditation removed or, in case of a rider, is disqualified (DSQ).</p> <p><b>NOTE</b> <i>This can be very difficult to prove; generally a person must have been witnessed modifying the course by someone reliable (such as a course marshal), or must admit it, before the penalty can be applied. Altering the course could mean something as small as moving an inconveniently placed rock in a technical section, or changing the position of a piece of marking tape in order to open up a new line through a section of the course.</i></p>



#### LEARNING OUTCOMES

##### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Describe all their National Federation’s regulations concerning the behaviour of riders in MTB races.
- Describe the general UCI Regulations concerning the behaviour of riders in cycling races.
- Describe the specific UCI Regulations concerning the behaviour of riders in MTB races.
- Explain the basic elements unique to each type of MTB race.

##### INTERNATIONAL COMMISSAIRES

Additionally, International Commissaires should be able to:

- Explain how to determine whether a general UCI Regulation or a specific MTB regulation applies concerning the conduct of riders in MTB races.

#### 4.3.1.2. Race staging and the start



Irrespective of the type of race, race staging and the start are always key activities under the control of the Commissaires.

The process of assembling the riders in the correct order in preparation for the start is known as "Race Staging". This is done in different ways, depending on the type of race, whether mass start such as most cross-country race types or individual start, such as downhill, the 4X qualifying round or XC time trials (XCT).

The start procedure is the specific process used to start the race as defined by the UCI MTB Regulations (once the riders are assembled in the correct order). The specific start procedures for the various race types are described later in this guide.

Both the staging and the start procedures for all race types are administered and supervised by the Commissaires.

#### 4.3.1.3. Sporting control at the finish – all race types



As per UCI Regulations **ARTICLES 1.2.119 – 1.2.121**, the finish judge is the sole judge of the finish. This official's job is to record the finish order and confirm this against the results supplied by the timekeepers. **ARTICLES 1.2.099 – 1.2.113** describe the conditions under which the finish judge works and describes how the finish is organised.

#### SOME KEY POINTS

##### Timekeeping and photo-finish

A rider finishes as soon as the leading edge of the front wheel cuts the plane rising from the leading edge of the finish line (the black line in the centre of the white strip).

##### NOTE

Photo-finish is the ultimate and indisputable means of establishing the finish order (in case of a close finish).



In order to finish, the rider must be in contact with the bicycle when crossing the finish line.

Times for all MTB races (except DH and 4X races) are recorded to the nearest second, with riders in bunch races finishing less than one second apart receiving the same time.

Times for DH and 4X races are recorded to the nearest 1/1,000 second.

### Race incidents at the finish line

Several different types of race incident are possible during the finish.



- For mass-start races, such as XCO events, a problem that can occur during the final sprint between two or more riders is **obstruction or interference between riders**. Known as an "irregular sprint", this happens when a rider deliberately deviates from his or her path to try to block another rider from passing; this is both dangerous and unfair. The appropriate penalty is relegation and possibly a fine depending upon the severity of the offence.
- Another incident that can occur in any type of race (XC or DH) is the case of a **rider crashing before the finish line** and crossing the line without his or her bicycle. In such a case, the rider must go back and get their bicycle before being credited with finishing.
- A final type of incident that can happen at the finish area is that of **a rider demonstrating angry or disrespectful behaviour**. This can be anything such as making obscene gestures, throwing a helmet or bicycle in disgust, etc. Such behaviour should never be tolerated; in most cases the appropriate penalty is disqualification and possibly a fine depending upon the severity of the offence.

### Results

Once the race has finished, the timing service provider (timekeepers), finish judge and UCI secretary collaborate to produce the race results, along with input from the 80% zone Commissaire (in the case of XCO races).

A common procedure is for the timing service provider to produce results that are then verified for accuracy by the finish judge using his or her own record of the finish order. The finish judge is the final authority when drawing up the race results.

For mass-start races, riders are listed in the order of finish, as follows:

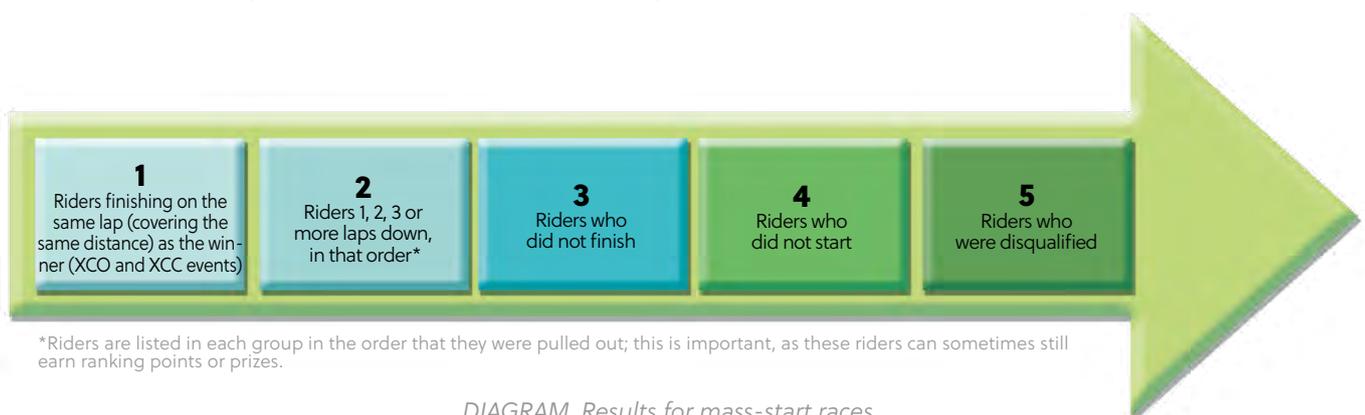


DIAGRAM. Results for mass-start races

Once the order has been established as above, any relegations are taken into account. For example, if in the final sprint, the first rider to cross the finish line interfered with the sprint of the second rider, then the rider guilty of the interference would be relegated to 2<sup>nd</sup> place; the finish order would then be adjusted to reflect this in the results.

In cases of relegation or disqualification a communiqué from the Commissaires' panel explaining the penalty is attached to the final results.

For time-based races such as DHI events or the qualifying round of XCE or 4X events, the results are established as follows:

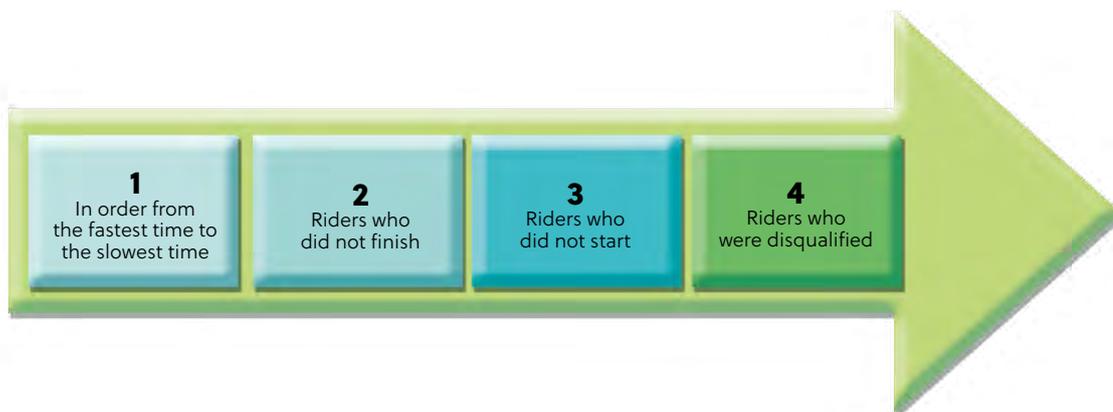


DIAGRAM. Results for time-based races



#### NOTE

DNF, DNS and DSQ riders do not receive a finishing rank and are not eligible for prizes or ranking points. For elimination races such as 4X and XCE, a specific procedure, described in the UCI Regulations, defines the finish order. While the procedure is basically the same for these two types of race, there are some differences in how DNF, DNS and DSQ riders are dealt with. All of these procedures should be learnt by Commissaires.

## RESULTS FORMAT

Race results generally contain the following elements:

- **Page Header**

- Name and place of the race
- Date
- Distance covered

- **The results list**, in order from first to last, including the following information for each rider:

Rank	Race N°	UCI Code	Family name, First name	Team	Race time	Time behind the winner	Points
1	...	...	...	...	...	...	
2	...	...	...	...	...	+...	

- **Page Footer**

- Page number
- Major event sponsors
- Signature of the finish judge
- Signature of the PCP

**ROCKYROADS.NET**  
**UCI MOUNTAIN BIKE WORLD CUP**  
PRESENTED BY SHIMANO  
**VAL D'ISÈRE**  
**CROSS COUNTRY OLYMPIC 7**  
Val d'Isère (FRA) - 28 JUL 2012

**Results** **Men Elite**

6 Laps - Distance: 28,44 km

Rank	N°	UCI Code	Name	Team	Time	Gap	Pts
1	1	SUI19860513	SCHURTER Nino	SCOTT - SWISSPOWER MTB RACING TEAM	1:34:03	+0:00	250
2	15	SUI19840131	FLÜCKIGER Lukas	TREK WORLD RACING	1:34:16	+0:13	200
3	4	ITA19841012	FONZANA Marco Aurelio	CANNONDALE FACTORY RACING	1:34:36	+0:33	160
4	10	GER19828338	FURJIC Manuel	CANNONDALE FACTORY RACING	1:35:20	+1:17	150
5	5	ESP19780824	HERMEDA RAMOS José Antonio	MULTIPLAN MERIDA BIKING TEAM	1:35:25	+1:22	140
6	7	SUI19820218	VOGEL Florian	SCOTT - SWISSPOWER MTB RACING TEAM	1:35:52	+1:49	130
7	2	RSA19870916	STANDER Barry	SPECIALIZED RACING	1:36:19	+2:16	120
8	11	SUI19800510	NAEF Ralph	MULTIPLAN MERIDA BIKING TEAM	1:36:31	+2:28	110
9	17	FRA19866305	TEMPER Stéphane	TX ACTIVE BIACHE	1:36:57	+2:54	100
10	8	ESP19840925	MANTECÓN GUTIERREZ Sergio	WILDWOLF - TREK PRO RACING	1:37:11	+3:08	95
11	9	SUI19870718	GIGER Fabian	RABOBANK GIANT OFFROAD TEAM	1:37:40	+3:37	90
12	12	FRA19861205	MAROTTE Maxime	BH - SR SUNTOUR - PESEY VALLANDRY	1:38:08	+4:05	85
13	3	CZE19850108	KULHAVY Jaroslav	SPECIALIZED RACING	1:39:14	+5:11	80
14	18	SUI19766413	SAUSER Christoph	SPECIALIZED RACING	1:39:15	+5:12	78
15	14	ESP1910928	COLLOMA NICOLAS Carlos	WILDWOLF - TREK PRO RACING	1:39:23	+5:20	76
16	43	POL19900311	KONWA Marek *	MILKA-SUPERIOR MTB RACING TEAM	1:39:24	+5:21	74
17	41	CZE19860711	SKARNITZL Jan	RUBENA AUTO-MENCK SPECIALIZED	1:39:26	+5:23	72
18	46	FRA19781126	RAVANEL Cédric	GT SKODA CHAMONIX	1:39:46	+5:43	70
19	61	BEL19850731	VAN HOOVELS Kevin	VERSLUIS TEAM	1:39:55	+5:52	68
20	34	GER19816905	KASSS Joachim	MULTIPLAN MERIDA BIKING TEAM	1:40:05	+6:02	66
21	33	SUI19880328	FANGER Martin	GIANT SWISS SR - SUNTOUR	1:40:08	+6:05	64
22	26	SWE19805054	LINDGREN Emil	RABOBANK GIANT OFFROAD TEAM	1:40:25	+6:22	62
23	74	SVK19860812	LAMI Michal		1:41:00	+6:57	60
24	19	SUI19820416	GUJAN Martin	CANNONDALE FACTORY RACING	1:41:01	+6:58	58
25	39	ESP19830901	LEJARRETA ERRASTI Inaki	ORBEA RACING TEAM	1:41:01	+6:58	56
26	47	USA19810815	CRAND Adam	RABOBANK GIANT OFFROAD TEAM	1:41:11	+7:08	54
27	30	SUI19890514	LITSCHER Thomas	FELT OETZAL X - BIONIC TEAM	1:41:18	+7:15	52
28	54	EST19880409	LOO Martin	HARD ROCK CANOSSA MERIDA	1:41:32	+7:29	50
29	65	GER19860626	ILIAS Perkilis	TEAM PROTEK	1:41:54	+7:51	48
30	58	SUI19850517	WILDHABER Marcel	SCOTT - SWISSPOWER MTB RACING TEAM	1:41:54	+7:51	46
31	55	ITA19770721	FRUET Martino		1:41:55	+7:52	44
32	57	CZE19805321	NOVAK Jiri		1:41:56	+7:53	42
33	20	GER19820624	MILATZ Moritz	BMC MOUNTAINBIKE RACING TEAM	1:42:22	+8:19	40
34	45	CZE19770322	SPEŠNY Milan	S&H SUPERIOR MTB TEAM	1:42:26	+8:23	38
35	28	USA19851211	SCHULTZ Samuel	SUBARU - TREK	1:42:27	+8:24	36
36	90	SUI19860820	ROHSBACH Nicola		1:42:37	+8:34	34
37	73	ITA19851115	TIBERI Andrea	TORPADO SURFING SHOP	1:42:38	+8:35	32
38	50	RSA19880930	BUYIS Philip		1:42:38	+8:35	30
39	22	CAN19770414	KABUSH Geoff	SCOTT-3ROKRACING	1:42:56	+8:53	29
40	35	AUS19850809	MCCONNELL Daniel		1:43:08	+9:05	28
41	93	GER19890405	EVRING Andy		1:43:11	+9:08	27
42	38	FRA19890404	CANAL Fabien	GT SKODA CHAMONIX	1:43:37	+9:34	26
43	63	HUN19820918	PARTI Andras	EUROONE-WABERER'S-CUBE MTB TEAM	1:43:54	+9:51	25
44	85	CRC19850615	MONTOYA CANTILLO Paolo Cesar		1:44:16	+10:13	24
45	66	AUS19790718	JONGEWAARD Chris	MILKA-SUPERIOR MTB RACING TEAM	1:44:20	+10:17	23
46	96	FRA19881010	CHENEVIER Alexis	SCOTT LES SARRIS	1:44:26	+10:23	22
47	56	SUI19830911	GRAF Jürg	ESKOGRAF ROLLMAT-KOBA MTB TEAM	1:44:25	+10:32	21
48	77	CZE19851220	FRIEDL Jiri	RUBENA AUTO-MENCK SPECIALIZED	1:44:46	+10:43	20

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EXAMPLE. XCO results

### NOTE

For mass-start events, groups of riders who complete the race within one second of each other are normally given the same time; their actual finishing order is used to establish the ranking.

#### 4.3.1.4. Procedures for the UCI Mountain Bike World Cup

 The methods used to determine the start order in UCI Mountain Bike World Cup events, while using the same basic principles, are somewhat different to those for most other international events. Specific details, which may change from time to time, are found in **ARTICLES 4.5.001 TO 4.5.034** of the UCI Regulations.



#### LEARNING OUTCOMES

##### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Describe the difference between race staging and the start procedure.
- Explain the job of the finish judge and the conditions under which the finish occurs.
- Explain the format of start lists.
- Explain the format of race results.
- Describe how the finish order is decided for various types of races.

##### INTERNATIONAL COMMISSAIRES

Additionally, International Commissaires should be able to:

- Explain the various staging and start procedures for the UCI Mountain Bike World Cup.



#### WHAT TO DO

- As the finish judge, collaborate with the timing service provider and 80% Commissaire (if applicable) to verify the results as soon as possible after the race.
- Ensure that results for the first few riders are verified immediately so that the podium ceremony can proceed as soon as possible.



#### WHAT NOT TO DO

- Do not allow the timing service provider to overrule you if you are the finish judge. The finish judge is solely responsible for verifying the results and declaring them final.

**4.3.2.**  
SPORTING CONTROL TASKS - XC

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### 4.3.2.1. XC: start procedure

All but one type of XC race involves starting the riders in a large group - a so-called "mass start" race. This means that the same procedure is used for every XC race type, the exception being XC Time Trials (XCT). For any kind of individual time trial, whether a DHI event, XCT event or the qualifying round for an eliminator race, the riders are started one at a time in the order specified in the regulations for that type of race.



The best way to stage the riders in the correct order is to use a system of call-up boxes. The number of boxes varies depending on the number of starters; the number of riders in each box depends on the space available, but is usually between 20 and 40 riders. As per the UCI Regulations, the order in which riders are staged (or "called-up") is the order of the current UCI ranking for the category and discipline (highest-ranked riders first), followed by unranked riders at random. In national races, the riders in the national ranking are staged after the UCI-ranked riders and before the "random riders".



The boxes are numbered; a sign at the entrance of each box indicates which riders should be in that box by displaying the race numbers in call-up order. The highest-ranked group of riders are in the box closest to the start line, the next highest group in the second box, and so on. This system also allows an easy check on whether there are riders that are on the start list but are not present at the start. Those names will appear on the results as "non-starters" or "did not start" (DNS). Each box is supervised by at least one Commissaire.

### THE CALL-UP PROCEDURE



This procedure requires coordination between the announcer and the Commissaire in charge at the exit of the boxes. Call-up should not start too early prior to the race start (to be respectful of the riders who have warmed up). The best idea is to agree with the announcer on the number of riders that will be called each minute and then to work backwards from 2-3 minutes before the start until the starting time of the call-up is reached. The earliest that the staging boxes may be opened is twenty minutes prior to the race start when there is a large field of riders. This twenty-minute time frame may be shorter depending on the number of starters. If there are enough Commissaires for the boxes, generally 5-8 minutes is required before the call-up begins (depending upon the size of the field) in order to verify the number of starters and check the riders for illegal equipment such as compression leggings or radios, depending upon the number of riders in each box.



The Commissaire who will order the start should be positioned at the exit from the staging boxes. As the call-up begins, this start Commissaire controls the flow of riders from the boxes, in an attempt to have all of the riders positioned and ready between 2-3 minutes before the start, as agreed in advance. In so doing, the Commissaire should keep his or her own timing and not listen too closely to the announcer (as it can be easy for the announcer to go too fast or slow), ensuring only that the order of the riders out of the staging boxes is correct. Once the last staging box is completely empty, the start Commissaire then moves quickly to the start line and executes the start procedure in accordance with the regulations. This movement of the start Commissaire to the start line from the boxes is important, as it means that it will be impossible to accidentally start the race before all the riders have lined up (which can happen, especially if the last box cannot be seen from the start line). The start Commissaire must communicate over the radio which riders eventually did not start (DNS) the event. This can be done once the race just started. It is very important that all Commissaires as well as the timing company are informed about the riders who did not start the event.

**START "GRID" PROCEDURE AND MAXIMUM NUMBER OF RIDERS PER LINE**

During the call-up, the following approach is advised to minimise the risk of chaos at the start: it is recommended that additional lines are marked on the ground parallel to the start line every two metres (approx. one bike length). These lines serve as a mark for riders to line up on and assist the Commissaires in charge of the grid procedure with their task.

Despite the recommended procedure, Commissaires will have to accept (and tolerate) that in real life, one minute or thirty seconds before the start, riders located on the second line and the other lines behind often move forward. But at least this system reduces chaos at the line and decreases the risk of bunching and a crash occurring at the start.



As mentioned in the regulations, it is the responsibility of the PCP to make a final decision regarding the number of riders per line at the start, taking into consideration the width of the start line and the particular features of the first few hundred metres of the course. Usually, as a rough estimate, a comfortable space for each rider is approximately 1 metre. This would allow for 8 riders per line if the start line is 8 metres in width and the course does not present any narrowing or turns for the first few hundred metres.



As the call-up begins, the riders go to the start line in the order they are called and may choose a position from the remaining available places on their line. In order to apply the principle of equity, the Commissaires must make sure that all riders have at least one foot on the ground before the start. This is the job of one of the other Commissaires, as the start Commissaire will be controlling the flow of riders exiting the call-up boxes as mentioned above.

## THE START PROCEDURE

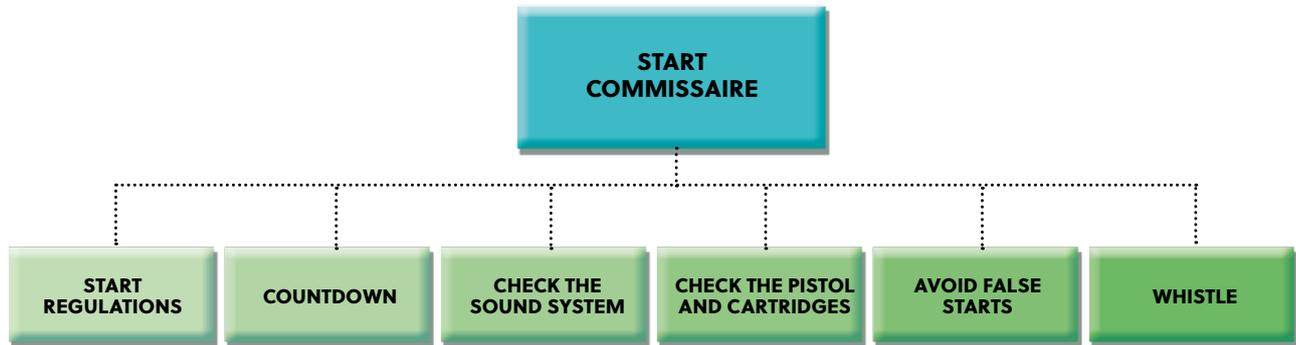


DIAGRAM. Start procedure

The start Commissaire must know the **start regulations** very well; in particular, what must be said and what kind of **countdown** must be carried out.

The start Commissaire checks the **sound system** well in advance to make sure that instructions will be loud and clear enough to be heard by all the riders. In the case of XCO, the number of laps (and if applicable number of starting loops) will be clearly announced in at least one of the two official languages of the UCI for international races.



Also, the start Commissaire must absolutely **avoid false starts**, because it is nearly impossible to stop a group of riders with their adrenaline pumping. In order to minimise the possibility of a false start, the start Commissaire must constantly watch the front wheels of the riders on the start line and if one rider starts to move the start Commissaire should immediately shoot the pistol to start the race. As a matter of habit, the starter should ask to see the **pistol and cartridges** well before using them to start any race. It is good practice to test fire the pistol at this point in time, to become familiar with the action of the trigger and the safety mechanism (if there is one). Also, when starting races, it is a good idea for the starter to place a **whistle** in his or her mouth, in case the pistol should fail to fire. In this way, the starter can use the whistle to start the race.

As mentioned earlier, the goal is to have the riders ready and lined up 2-3 minutes before the scheduled start of the race (slightly more time in good weather, slightly less in bad weather). However, this will depend on how smoothly the call-up is done. Once the start Commissaire arrives at the start line, he or she should begin giving the timed warnings (3 minutes, 2 minutes, 1 minute, 30 seconds, 15 seconds), starting with the next closest minute. For example, if the call-up ends a bit later than expected, the first warning given might be the 2-minute or even the 1-minute warning.

After giving the 15-second warning, the start Commissaire should raise the gun, put the whistle in his/her mouth and then watch the front wheels of the riders, signalling the start at some point in the following 15 seconds.



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain the staging and start procedure for mass start XC races.
- Explain the call-up procedure for national races held in their country.
- Explain the order in which riders are called-up for all types of international XC races.
- Describe the Commissaires' tasks when staging and starting XC events.

#### INTERNATIONAL COMMISSAIRES

Additionally, International Commissaires should be able to:

- Explain the call-up and start procedure for the UCI Cross-Country Mountain Bike World Cup (see Part 4, Chapter 5 of UCI Regulations).

### 4.3.2.2. The race passing order: the foundation of XC sporting control

Regardless of the kind of cross-country race, the most important functional skill to develop as a MTB Commissaire officiating at XC events is the ability to keep an accurate and useful race passing order. This is the main tool that Commissaires use to provide the information that they need in order to manage the race and to verify the results. Its importance cannot be overstated. However, it is also one of the skills that is most inconsistently practiced.

If accurately and diligently kept, a race passing order will provide the following information:

The position of riders relative to one another in each lap (for circuit races such as xco races) or at the points along the course where the passing order is kept (for xcp and single lap xcm races).

The riders who are in danger of being lapped or who are lapped.

Riders who may possibly have left the course and gained an unfair advantage (though this must also be confirmed by other means).

The time gap from the leading rider in the race to the last rider in the race.

Approximately when the race leader can next be expected to pass the position at which the passing order is being kept.

DIAGRAM. Information provided by a race passing order

Furthermore, the race passing order is the tool that allows the 80% zone Commissaire to accurately and fairly pull uncompetitive riders from the race and that the finish judge uses to record an accurate finish order for XCO races and check the work of the timing service provider.

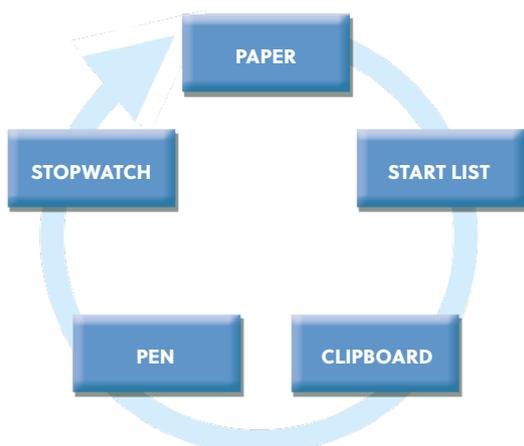
The basic method that should be followed to keep a race passing order is as follows.

#### PREPARATION



Make sure you have the following:

- Enough paper for the race; this may be a form intended to help you better organise your work, though ruled paper also works well (waterproof paper is a good idea, if you can find it, to help you work more efficiently in the rain).
- A copy of the start list.
- A clipboard.
- A pen that writes easily, plus a backup in case it runs out of ink (some officials prefer a mechanical pencil with sufficient lead).
- A stopwatch that was started at the moment the race began, as well as a wristwatch synchronised with the official race clock (as a backup).



## METHOD

The same basic principles apply to the 80% zone Commissaires, or passing orders being kept by any other official. The same basic procedure also applies during XCM and XCP races; it is simply that in these cases, the passing order is being kept at different points along the race course, possibly by different Commissaires, rather than over multiple laps taken at the same location.

1. Before the race begins, prepare your paper or forms by labelling them with the rider category, date, start time and distance (number of laps). Also write your name and location along the course (e.g. finish line, 80% zone, feed/technical assistance zone 2, etc.).
2. At the moment the race begins, start your stopwatch(es). If for some reason you are not close enough to the start to hear the whistle or gun, consult a colleague via your radio and ask for a countdown so that you can synchronise and start your watch a few minutes into the race (knowing that the times you record must later be adjusted by a corresponding amount of time).
3. As soon as possible after the race start, verify the exact number of starters with the staging Commissaires and write this information at the top of your form.
4. When the race leaders first pass your position, begin writing down their race numbers in the order that they pass you. Write the numbers in neat columns from top to bottom and left to right. For XCO races, at the top of this first column, write the number of laps remaining in the race; for example, if the race is 6 laps in total and you are the finish judge, the first time the leader passes you, it will be 5 laps to go.
5. Use your stopwatch to take the time of the race leader and write it on your form.
6. Continue recording the riders' numbers as they pass your position. Don't forget to occasionally record more times on your form, especially after significant gaps between riders.
7. As the riders pass, try to also find each rider's number on your start list and either put a check mark next to that rider's number, or lightly cross it out; this will help you confirm when all riders have passed your position, or otherwise which riders are missing.
8. Try to record the time of the last rider to pass you on the first lap. If you are keeping track of the riders who have passed using your start list, you should know which rider this is likely to be.
9. Make a special note of the numbers of the last 5 or 6 riders before the leader comes around for the next lap. These are the riders who are most likely to be lapped or pulled within the next lap or two.
10. If you miss the numbers of a few riders due to the volume of competitors passing you at once, mark an 'X' or some other symbol in place of their numbers to indicate that a rider has passed. You can then make a point of looking for those numbers on a later lap when the riders are more spread out.
11. When the leader passes your position the next time, begin writing the numbers again, starting at the top of a new column. Again record the number of laps remaining at the top of that column, as well as the race time at which the leading rider passed.
12. Continue writing down the numbers of the riders as they pass your position, occasionally recording times as well. As the riders pass you, put a check mark next to their number in the column(s) for the previous lap, or lightly cross them out. This will again tell you which riders you are waiting for as the end of the lap draws near.
13. Continue this procedure until the race is over. Should you notice that one of the numbers you were waiting for near the end of a lap does not appear in that lap, but instead appears in the next lap (probably closer to the leaders than when you last saw that rider), it most likely means that this rider was lapped. Circle the numbers of such riders. Such rider should generally be withdrawn from the race, even if it has not been announced that the 80% rule is in effect. Alternatively, it might be decided that these riders will not be permitted to begin another lap once the race winner has finished (if the 80% rule is not being used).
14. Record DNF riders that are reported to you in the margins of your forms.
15. During the finish, continue to record the order in which the riders pass. Also try to record the time for each rider, as this is the rider's finish time. If you are using a stopwatch that has a memory and the riders are coming very quickly, you can always later work backwards to retrieve the stored times and write them down.
16. Save your passing order in case there are any subsequent questions concerning the race results. Also, it will be needed when verifying the results produced by the timing service provider and the list of riders pulled from the race by the 80% Commissaire.

What follows is a summary of the method for recording the passing order:

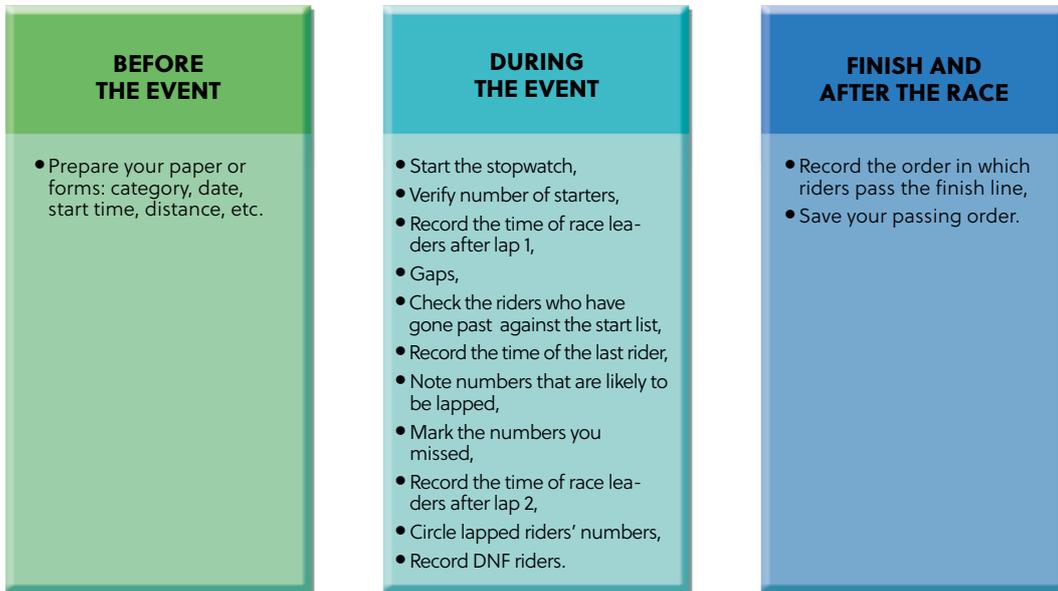


DIAGRAM. Method for recording the passing order

MTB Cup / Elite Men / 5 Laps				Start: 11h00	
26 Riders					
4 to go	3 to go	2 to go	1 to go	Finish	-1 lap
8 20'16" ✓	8 40'55" ✓	8 1h03'11" ✓	8 1h23'29" ✓	8 1h44'09"	23 DNF
2 ✓	9 43'11" ✓	9 1h03'43" ✓	9 1h23'58" ✓	9 1h44'50"	13 DNF
9 ✓	2 ✓	2 ✓	18 ✓	18 1h45'29"	27 DNS
4 ✓	4 ✓	(7) -1 lap ✓	1 ✓	2 1h45'07"	
1 ✓	18 ✓	18 ✓	2 ✓	1 1h45'18"	
18 22'51" ✓	1 ✓	1 ✓	4 ✓	22 1h45'45"	
16 ✓	16 46'40" ✓	4 ✓	22 ✓	4 1h46'11"	
22 ✓	21 ✓	22 ✓	16 1h28'15" ✓	16 1h46'55"	
21 ✓	14 ✓	16 1h10'44" ✓	21 ✓	17 1h48'01"	
14 ✓	22 ✓	21 ✓	17 ✓	14 1h48'38"	
11 ✓	20 50'20" ✓	14 ✓	14 ✓	21 1h49'46"	
20 ✓	17 ✓	17 ✓	20 ✓	20 1h50'28"	
17 25'10" ✓	24 ✓	20 ✓	(7) ✓	25 1h51'10"	
24 ✓	25 ✓	24 ✓	25 ✓	24 1h51'34"	
25 ✓	11 ✓	25 ✓	11 ✓	11 1h51'54"	
5 ✓	3 ✓	11 ✓	24 ✓	5 1h52'30"	
3 27'33" ✓	5 ✓	5 ✓	5 ✓	10 1h53'01"	
26 ✓	10 ✓	10 1h15'17" ✓	10 ✓	(7)	
15 ✓	26 ✓	26 ✓	3 ✓	3 1h53'19"	
10 ✓	15 ✓	3 ✓	26 ✓	26 1h55'03"	
12 ✓	12 ✓	15 ✓	12 ✓	12 1h55'50"	
6 ✓	6 ✓	12 ✓	15 ✓	15 1h57'21"	
19 ✓	19 ✓	19 ✓	19 ✓	19 1h58'40"	
23 32'05" ✓	23	6 1h20'32" ✓	6 1h40'02" ✓	6 2h02'17"	
7	13 57'14"				
13 32'28" ✓					

Commissaire: J. Doe / Finish Judge

EXAMPLE. How to keep a passing order using the process described



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite National Commissaires and International Commissaires should be able to:

- Demonstrate the ability to maintain a race passing order for an XCO event.
- Explain the reasons for keeping a passing order for:
  - XCO Races,
  - XCC Races,
  - XCM Races,
  - XCP Races.



## WHAT TO DO

- Always maintain a passing order if you are the finish judge or 80% Commissaire.
- Keep your finish order sheets for at least a few weeks after every race in case there are questions about the results.

**4.3.2.3. XCO: "80%" rule**

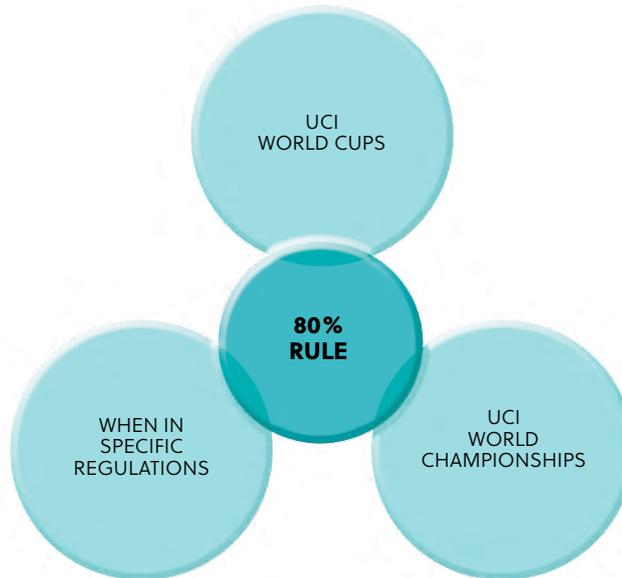


DIAGRAM. 80% rule



As per the UCI Regulations, the "80 %" rule applies to UCI World Cups (and UCI World Championships) and events where the organiser has included it in the specific regulations for the event. It can also be used for events where the PCP decides that it should be applied. The 80% rule allows the Commissaires to withdraw slow riders from the race; that is, those arriving at the 80% zone on each lap more than 80% of the time of the first lap behind the race leader.

The primary reason for withdrawing riders at the 80% zone is that it decreases the potential for confusion both for the public and the media in the finish area, reducing the chance of a lapped rider crossing the finish line at about the same time as the race winner. It also decreases the possibility that the leading riders could be held up behind slower riders who are about to be lapped.

In practice, the 80% rule should almost always be applied for international races, especially given the current 4-6 km lap distance. Often there will be some very skilled riders forcing the pace at the front of the race who will quickly catch less able riders at the back of the field. Using the 80% rule is necessary for such races in order to keep the course clear for the leading riders to the greatest degree possible.

**REMINDER: CALCULATING THE 80%**

Assuming that the race leader has a first lap time of 20 minutes, then the 80% time will be 16 minutes. As soon as the leader of the race passes by the 80% zone, a stop watch is started and all riders passing the 80% zone more than 16 minutes behind the leader will be withdrawn from the race.

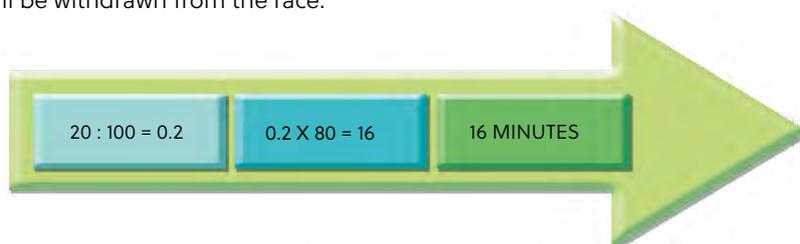


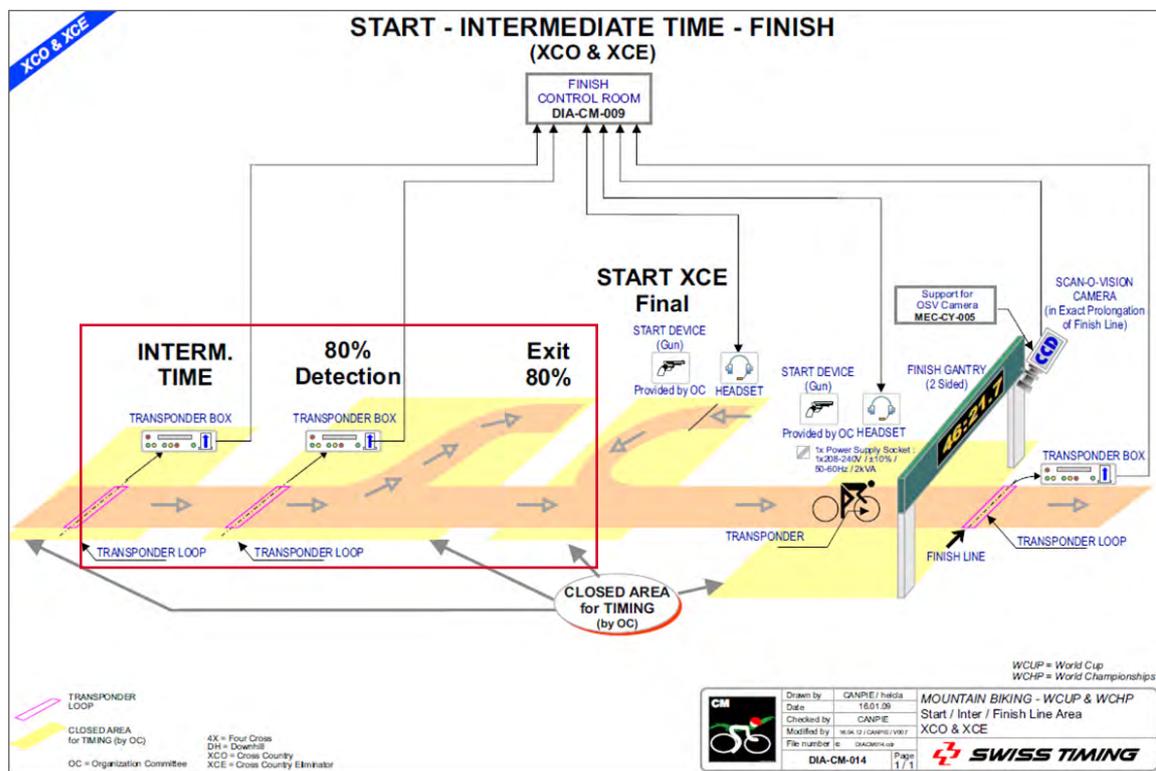
DIAGRAM. Calculating the 80%

Except for lapped riders, the 80% rule does not apply in the final lap, but may need to be applied as early as the first lap to withdraw very slow riders.

As riders withdrawn under the 80% rule still appear in the results (and in theory may receive points or prize money), it is important to produce a list of all withdrawn riders in the precise order that they were withdrawn. They should NEVER be simply listed in alphabetical order or in order of race number. The same principle applies to all lapped riders.

**NOTE**

It is not always a strict 80% of the leader's time on the first lap that is used. On very short courses with a wide range of ability in the field, it is often better to use something like 65% or 70% of the leader's time in order to prevent riders from being lapped. In practice, the actual time used should be determined based upon the expected conditions of the race – after all, the goal is to prevent non-competitive riders from being lapped in the first place without removing riders who need not be withdrawn.



EXAMPLE. 80% zone

It is usually the assistant to the president of the Commissaires' panel (APCP) who is responsible for the 80% zone. This zone is ideally located approximately 200 to 400 metres prior to the finish line. However, most important is that it is placed in an area where the riders can be seen coming from some distance and where they are forced to ride more slowly. A section of the course just after a sharp turn or short but steep climb works well for this. The APCP will work with one or two National Commissaires because the 80% zone is also a **lap-scoring location**. Indeed, lap scoring is an essential 80% zone activity, as it is still possible that during the race, one or more riders may be lapped. Therefore it is essential that throughout the race, the 80% Commissaires are completely aware of the race situation, particularly the identity of the race leaders.





**LEARNING OUTCOMES**

**ELITE NATIONAL COMMISSAIRES**

Elite National Commissaires should be able to:

- Describe the process used to manage the 80% zone.
- Explain the reasons to use the 80% rule.
- List the types of competitions where the 80% rule must be used.

**INTERNATIONAL COMMISSAIRES**

Additionally, International Commissaires should be able to:

- Describe how to use the 80% zone form available via the UCI Commissaires' Extranet.
- Describe how the 80% rule is implemented at World Cups, when more than one category is racing on the course.



**WHAT TO DO**

- When "closing" the course to pull riders at the 80% zone, be careful to watch for the leading riders (or lead bike) so that they are not accidentally held up.



**WHAT NOT TO DO**

- Do not pull a rider out of the race at the 80% zone if there is any doubt about whether or not he or she is lapped. Refrain until you are sure.
- For competitions where the 80% rule is not mandatory, do not apply the 80% rule unless it is necessary (e.g. great disparity in the ability of the riders in a category, short course).

**4.3.2.4. XC: feed/Technical Assistance (F/TA) Zones**

Feeding is only allowed in designated areas.



Feed zones are also used as technical assistance zones. In order to decrease the cost for the organiser and decrease the number of persons needed by each team, the technical zones are located in the same area as the feed zones.

The number of zones needed varies according to the format of the race: XCO, XCM, etc. These details can be found in the regulations. In terms of the size of the zone, organisers should favour too much space rather than not enough.

It is forbidden for a rider to go in the opposite direction of the course in order to reach a feed/technical assistance zone. A rider must continue on the course and stop in the next zone. On this topic, it is important that the start and finish of each feed/technical assistance zone is clearly marked. Once the last portion of the rider's bicycle has passed the end of a feed/technical assistance zone, they have to continue to the next such zone to receive technical assistance or feeding. A rider may only turn around to go back and receive assistance if still within the boundaries of the feed/technical assistance zone.



In the XCO format, there should be at least two National Commissaires in each feed/technical assistance zone. If resources allow, it may be possible to position one or more UCI International Commissaire in the F/TA zones. Fewer officials are needed if double F/TA zones are used.



Technical assistance has been allowed since 2005, and as of 2006 there may be neutral assistance at the UCI World Championships and UCI World Cups. For other types of XC event, neutral assistance is not compulsory, but an organiser may provide it if so desired.

It must be stressed that Commissaires in charge of feed/technical assistance zones are not responsible for the equipment deposited there. There is no limit to the amount of equipment that can be deposited in the zone by a team or rider as long as this does not interfere with other competitors or affect other teams.



Contact between riders and mechanics is only allowed in the designated feed/technical assistance zones. Reminder: team helpers passing up food and drink are not allowed to run in the feed zones.

Also, a lapped rider or a slow rider pulled out at the 80% zone is considered withdrawn from the race and so consequently is not allowed to help a teammate with technical assistance.

#### NOTE

Technical assistance between members of the same team is only allowed for national teams and UCI teams (such technical assistance between riders may take place on the course but is subject to the applicable regulations – for instance, such riders are not permitted to switch bicycles, as each rider must finish the race with the bicycle and number plate with which he or she started).

Important Points for F/TA Zone Sporting Control:

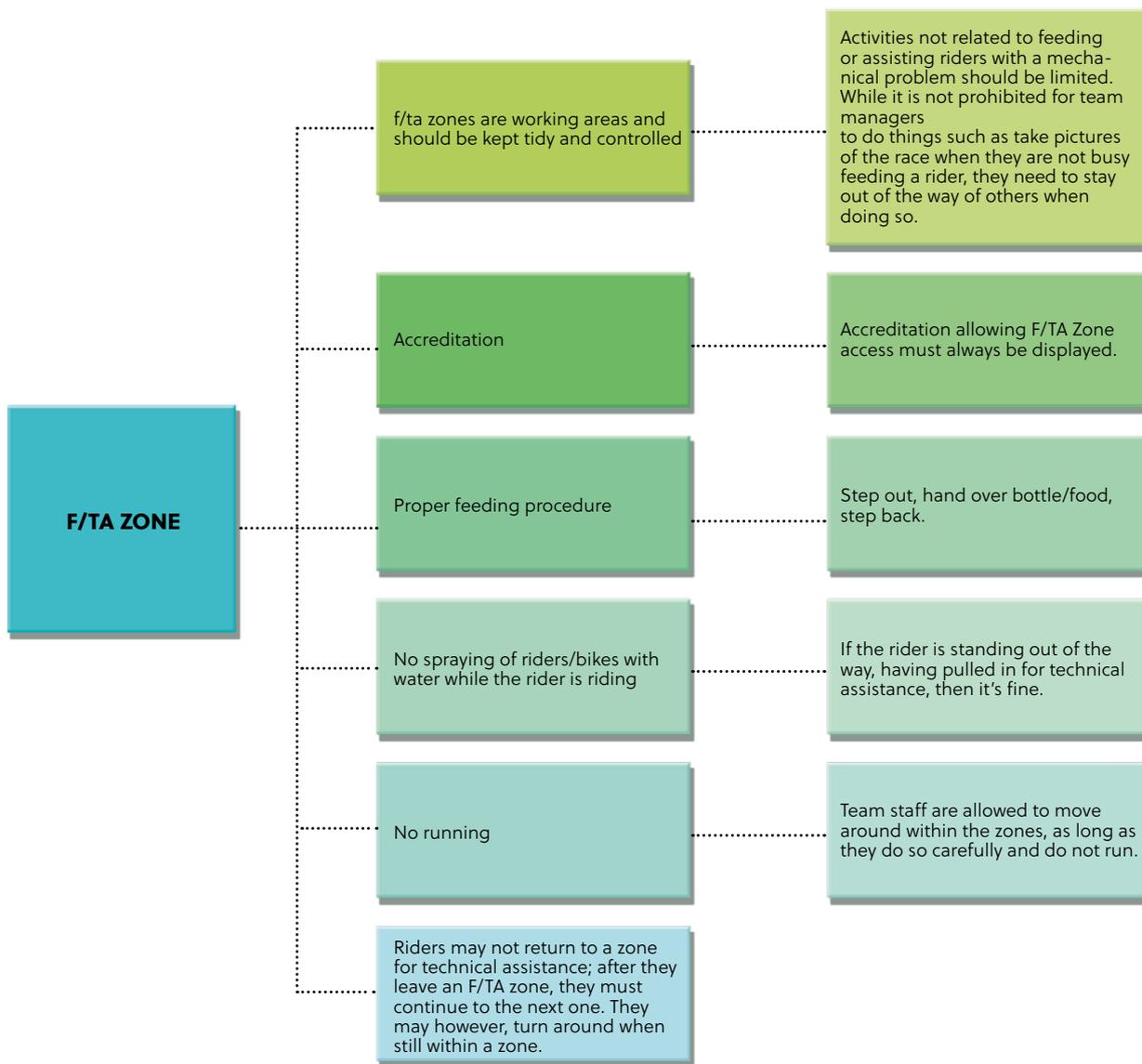
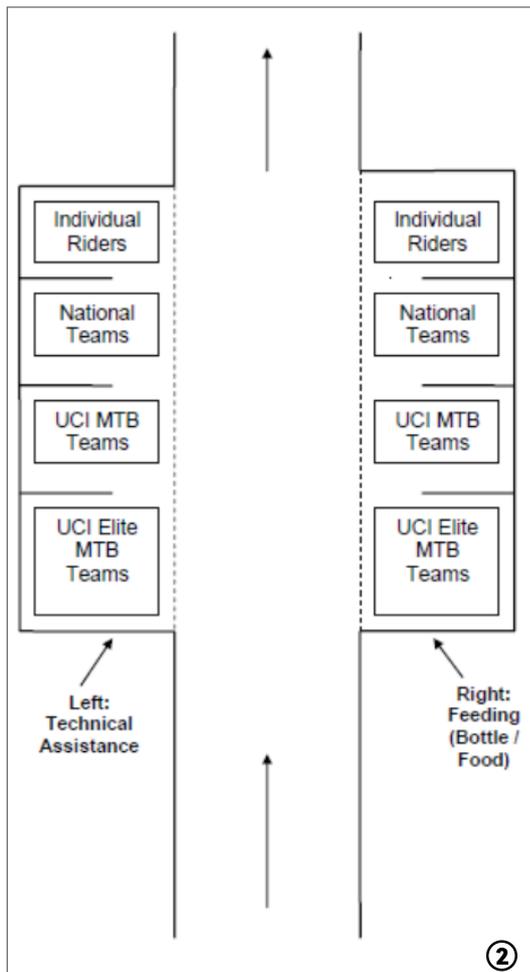
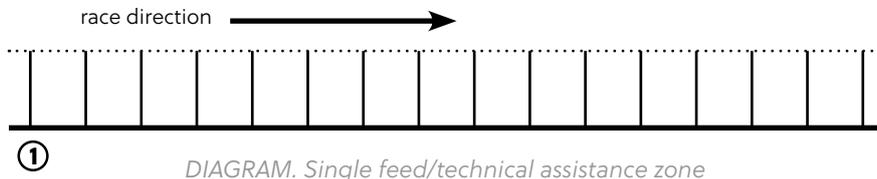


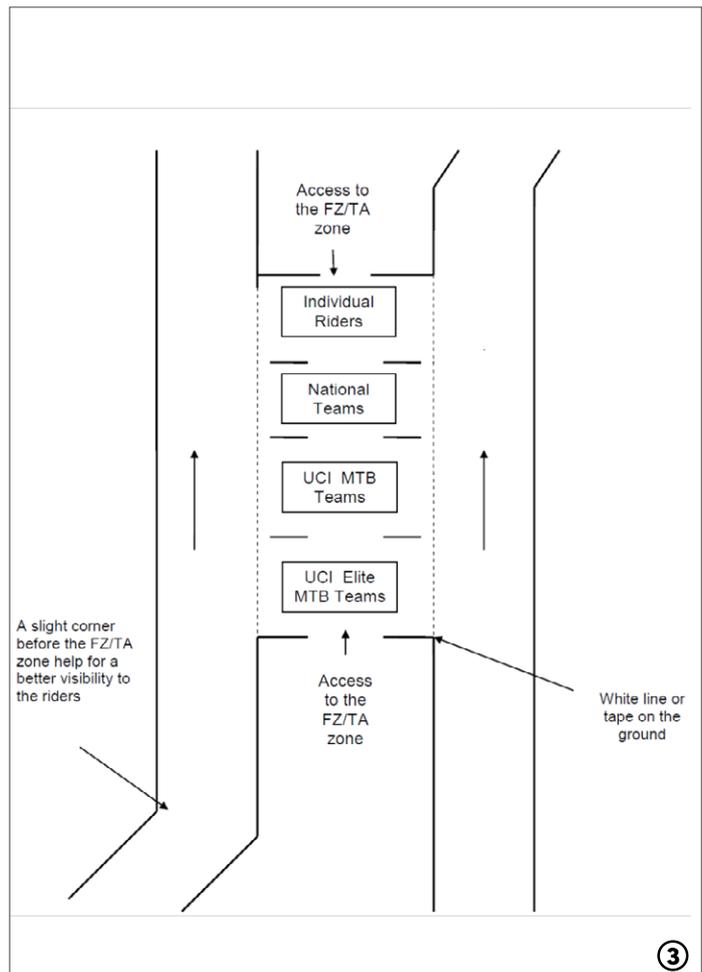
DIAGRAM. F/TA Zone sporting control.

Layouts of feed/technical assistance zones:

The following diagrams demonstrate the most common layouts of feed/technical assistance zones. The first diagram shows a single feed/technical assistance zone, the second illustrates a separation between technical assistance and feeding and the third diagram represents a double zone.



*DIAGRAM. Separation between technical assistance and feeding*



*DIAGRAM. Double zone*



In the diagrams above, each box is allocated to a team (or several small teams) to allow them to store their equipment. While they may generally feed from their box (and many do), feeders do not necessarily have to remain stationary – they may move throughout the zone if there is space to do so. The important thing is that the zone is kept clear enough and that feeders wait behind the line.

Commissaire tasks in the F/TA zones are generally as follows, in order of highest priority to lowest:

- Watching what riders and team staff are doing (note: the Commissaire's positioning is important: normally towards the end of the zone is best, particularly if working alone). If an infringement of the regulations is about to occur, move to prevent it (if possible).
- If possible, keeping a passing order; otherwise, at least paying enough attention to have a good idea of what is happening in the race.
  - If it seems that a rider is going to abandon the race, check with the rider to make sure, then report the DNF to the finish judge.
- Asking people working in the zone to display their pass or accreditation (and asking unaccredited individuals to leave).



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain the conduct of team managers and riders in the F/TA zones.
- Describe what happens if a rider tries to turn around on the course to go back to a F/TA zone.
- Explain the recommended layouts of F/TA zones.
- Describe the circumstances when technical assistance between team-mates is allowed.
- Describe the tasks of the F/TA zone Commissaires.

### INTERNATIONAL COMMISSAIRES

Additionally, International Commissaires should be able to:

- Describe the layout of F/TA zones at major MTB events, such as World Cups.
- Explain how many F/TA zone passes each team receives at various levels of events, and the process for distributing these passes as per the UCI Regulations.



## WHAT TO DO

- Try to appoint enough Commissaires to supervise the zone.
- Pay particular attention to the end of the F/TA zones, in case riders try to turn around.
- If possible, try to prevent an infringement from occurring rather than having to penalise it after the fact.



## WHAT NOT TO DO

- Do not be 'invisible' in the F/TA zone. Managers and riders should know that the zone is being supervised.
- Do not delay in reporting DNF riders to the finish judge or situations that might require a penalty to the PCP.

4.3.2.5. XC: training



As per UCI MTB Regulation **ARTICLE 4.1.022**, the course must only be ridden by riders during the events and official training periods. During such official training periods, marshal and medical coverage must be present. All other persons must be kept clear of the course.

This said, mountain bike races are often held at ski areas or in public parks that maintain a network of trails that are open each day to other users (see 4.2.4.3.2.).

Should riders ignore the warning to keep off the course, then a penalty is appropriate; this is at the discretion of the Commissaires (such as a fine for failing to respect the instructions of the Commissaires or organisation), but could be as severe as disqualification, depending upon the exact circumstances.

Should a rider of a different category be found training on the course during a race, then the offending rider should be disqualified.

4.3.2.6. XCO: calculation of the number of laps

The calculation of the number of laps for XCO events is a challenge even for the most experienced Commissaires, especially when no major event has taken place on the proposed course. The number of laps of a XCO event is considered a sporting aspect of the race not a technical one. As such, the **PCP is responsible for setting the number of laps**. However, nothing prevents the PCP from consulting the TD (this person is usually experienced with MTB events and may have a word of wisdom). It is also important to talk to the person on the organising committee responsible for the course, because a race may have taken place in the recent past on the same course and the lap time of that event may be a reference point for your decision. As a last resort, the PCP may even talk to some key athletes about their estimate of lap times. In short, even if the final decision on the number of laps is the responsibility of the PCP, teamwork is again a key element.

If the **weather conditions** are favourable, the PCP will aim for the maximum allowed race time. But if the weather forecast is bad or the race is being held at the beginning of the season, the PCP should target the minimum time.

Never allow discussion of the number of laps at the team managers' meeting. If you allow this discussion, the meeting will never end, as some athletes are better on shorter courses and others on longer courses.

Only unexpected bad weather on race day should lead to a reduction in the number of laps previously announced at the team managers' meeting. It is very important to stress that this decision is the sole responsibility of the PCP.

In summary, in good weather plan for more rather than less; in bad weather plan for less rather than more



The **minimum and maximum race times for various categories** are found in **ARTICLE 4.2.001** of the UCI Regulations.

To help make the job of calculating the number of laps easier, a Microsoft Excel spreadsheet is available from the Commissaires' Extranet. It can be used to model various XC race course parameters in order to predict the number of laps as accurately as possible.

Men Elite		1.30 - 1.45							
				Time		Estimated Finish Time			
Intro		1200 m		0:01:59					
Lap		4500 m		0:17:29				1:32:08	
			80%	0:12:24					
Laps		6			Lap	R_Time	L_Time	Avg Estimate	
					1	0:17:29	0:15:30	17,42	
Total Distance		28200			2	0:32:21	0:14:52	18,16	
					3	0:47:26	0:15:05	17,90	
Final Time		01:32:08			4	1:02:44	0:15:18	17,65	
					5	1:17:42	0:14:58	18,04	
Average Speed		18,36			6	1:32:08	0:14:26	18,71	
Average Lap Time		0:15:01			7				

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

Elite National Commissaires should be able to:

- Describe the XCO race durations for each class of international race (C1/2/3) and for national races and categories in their own country.
- Explain how to calculate the number of laps for an XCO race.

**INTERNATIONAL COMMISSAIRES**

Additionally, International Commissaires should be able to:

- Describe how to use the race distance and duration calculation spreadsheet available from the UCI Commissaires' Extranet.

**WHAT TO DO**

- If there is any doubt about the weather, it is best to mention in the team managers' meeting that it is possible that the number of laps might change.

**WHAT NOT TO DO**

- If you seek opinions from riders concerning the number of laps and lap times, do not accept the word of just one rider or team. This can be a factor in your decision, but should not be the only thing you consider.
- Do not confirm the number of laps before the team managers' meeting.
- Do not get into a debate about the number of laps at the team managers' meeting; this is a point of information – not a point of discussion.

**4.3.2.7. XC: briefing the lead and sweep bike riders**

The lead and sweep bikes (motos) are an important part of XCO races. The main purpose of the lead bike is to mark the front of the race. This indicates to the spectators, Commissaires and the timing service provider that the race leaders will arrive shortly. The lead bike often carries a sign on the motorcycle (sometimes also on his/her back) to indicate the number of laps remaining, so that the spectators along the course and the team staff in the F/TA zones know how much longer the race will last.



Similarly, the sweep bike is used to mark the back of the field of riders that are still considered to be competing in the race. This is almost always the last-placed rider. The sweep bike is mainly used in XCM and XCP races (or stages of XCS events) rather than XCO events, except to close the course after the last rider once the winner has finished.

Since the moto riders may not have experience of mountain bike races, it is very important to issue specific instructions, so that they can do their jobs without interfering with the race. The PCP is responsible for ensuring that the moto riders have been given instructions.

If the PCP is not confident that the moto riders can follow the instructions properly, then it is better to not use the motorcycles. Furthermore, if the moto riders are not following instructions and their behaviour cannot be corrected, then they should be withdrawn from the race.

#### GENERAL INSTRUCTIONS FOR MOTO RIDERS:

- It is wise for the organiser to instruct the moto riders to arrive at the course in enough time to complete one or more **practice laps**. This will inform them of the layout and profile of the course, including any sections that they might have to by-pass if too technically demanding.
- The moto riders must be made to understand that the **pace of the race** will not remain constant. During some sections of the course, they will need to ride very quickly, while other sections will be slower. The most important thing is to always remain aware of the position of the riders closest to them.
- If a Commissaire **flags** down a moto rider, then he or she must stop and listen to the Commissaire's instructions.
- The motorcycles should have full **fuel** tanks before the race starts. Furthermore, the riders should leave a fuel supply near the finish line in an easily accessible place (preferably not too visible), in case refuelling is needed.
- The lead and sweep bike riders should wear different **clothing**, so that they can be easily distinguished from one another. This is especially important if they are riding the same kind and colour of motorcycle.

#### LEAD BIKE INSTRUCTIONS:



Stay well ahead of the leaders – the moto should remain far enough ahead that any dust disturbed has a chance to settle, yet not so far ahead that the riders lose sight of the motorcycle. This distance depends upon the nature of the course, but is usually 75 to 150m, sometimes more (but never less).

#### NOTE

For some sections of the course, such as particularly fast or technical downhill sections, it is better for the lead bike to go further ahead and then wait for the riders to catch up. This will avoid the possibility of the riders catching the motorcycle. On very narrow or technical sections, it may be better for the motorcycle to avoid these entirely by leaving the course and taking another route, and then waiting for the riders at the exit of that section.

When approaching the finish line, it is important for the lead bike to increase the distance to the leading riders to approximately 30 to 40 seconds. This will allow one of the officials to change the lap indicator displayed on the motorcycle or the rider's back (if used).



Before the start of the race, the lead bike should wait approximately 50-100m in front of the start line, ready to depart the moment the start is given. As the rider may not hear the start pistol, he should be instructed to be looking backwards to watch for the riders to move as they start the race.



At the end of the race, the lead bike must move far ahead of the leaders (at least 60 seconds) in order to ensure that he or she is completely clear of the course and finish area before the winning rider arrives. If possible, a deviation point for the motorbike to leave the course should be arranged just before the finish line.

### SWEEP BIKE INSTRUCTIONS:

The sweep bike rider must be instructed to follow the last-placed rider in the race. However, the sweep bike should remain some distance back, to give the rider some space, though keeping him or her within sight.

The sweep bike should not stop to wait for riders who have pulled in to one of the F/TA zones for technical assistance, unless in a XCP or XCM race.

### NOTE

A sweep bike is not used in XCO events. Instead, the lead bike moves well ahead of the race winner during the final lap; once the winner finishes, the lead bike catches the last rider left on the course and follows him or her in to the finish line. Elimination of the sweep bike means that there is no possibility of any confusion about where the front of the race actually is.



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite National Commissaires and International Commissaires should be able to:

- Explain the purpose of using lead and sweep bikes.
- Explain when lead and sweep bikes should not be used.

#### 4.3.2.8. XC: finish line procedure

As already described, the finish judge (FJ) is the sole official responsible for determining the finish order and verifying the results.

For XC races, the FJ is assisted by, and directs the work of, at least one or two National Commissaires.

The main job for circuit races, such as XCO, XCC and XCM races with multiple laps, is to keep a race passing order. This will help the FJ to verify the race results and remain aware of the current race situation. This is particularly important if the 80% rule is not being used, so that lapped riders can be identified.



For point-to-point races (XCP and XCT) and at the finish of circuit races, the FJ keeps the finish order and records the finishing time of each rider as he or she crosses the line. Part of the job is to judge any close sprints for the finish line and in the event of a very close sprint, to verify the outcome using the photo-finish equipment (if present). In all such sprints, it is the FJ who is the final authority concerning the outcome. He may also offer an opinion concerning any irregular or dangerous sprint that might occur, though it is also the responsibility of the PCP to be present at the finish to generally supervise the finish area and observe the sprints (although this isn't always possible).

The FJ is usually mostly concerned with recording the order of the riders crossing the finish line. Judging the sprint for fairness is best done in front of the riders where side-to-side movement can be better seen, whereas judging at the finish line involves the judge looking across the line to see which front wheel crosses first. However, the FJ is usually able to offer an opinion on irregular sprints.



For circuit races, a lap board is often used. During the race, the FJ (or one of the assistant Commissaires) operates the lap board and ensures that it always displays the correct number of laps remaining. Lap board verification is the FJ's responsibility. The lap board should generally not be changed until just before the race leader is next expected to pass through the finish/lap area.

Once all the riders have finished the race, the FJ collaborates with the timing service provider, the 80% Commissaire (if the 80% rule is used) and the secretary to produce and verify the race results.



#### LEARNING OUTCOMES

##### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite National Commissaires and International Commissaires should be able to:

- Describe the duties and task distribution of the Commissaires at the finish line.

4.3.3.  
 SPORTING CONTROL TASKS - DHI



#### 4.3.3.1. DHI: training

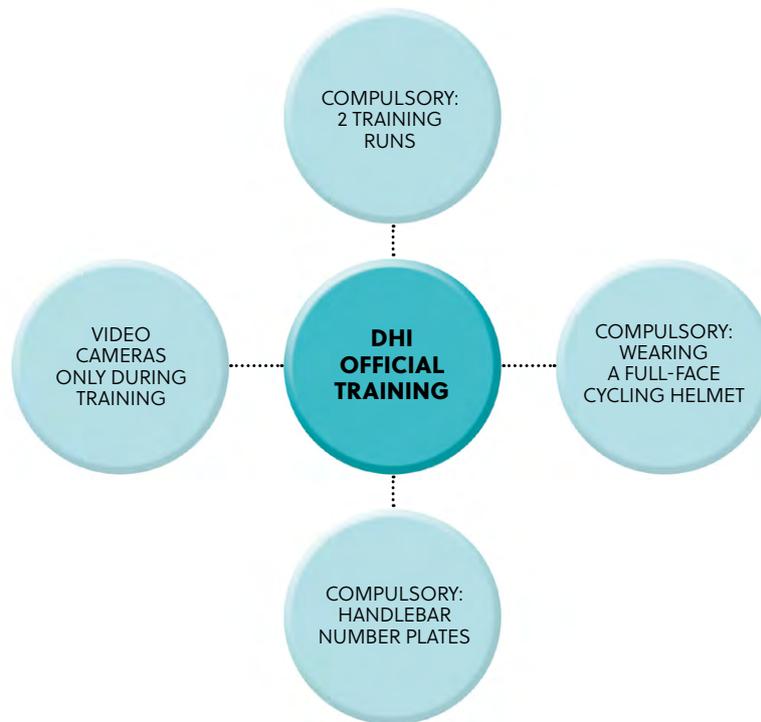


DIAGRAM. DHI official training

As in XC, training must only occur during official training periods as it is only at these times that marshals and first aid personnel are present on the course. Training on a DHI course is not allowed during a race and would lead to the disqualification of those involved.



It is important to stress at the team managers' meeting that no training is to take place outside of the official training periods and that once the period allowed for training ends, riders must leave the course. Those remaining on the course after the end of the training period risk a penalty, such as disqualification. In order to fairly arbitrate this, the organisation should provide a **"closing rider"** who is the last rider to go down the course, at slow speed. The job of this rider is to warn that the course is closed and to give notice to any riders on the course to leave. Any rider remaining on the course after the closing rider has passed risks disqualification.



If a “closing rider” is not available, the start Commissaire should note the numbers of the last few riders to descend the course during the practice and ask the marshals to ensure that these riders (and all other riders below them) keep moving down the course once the practice is over. Any riders remaining on the course after this risk a penalty.

It is compulsory for each rider to do at least two training runs from the starting gate. After the “walking inspection” of the course, it is forbidden to walk on the course for obvious safety reasons. If a rider stops on the course during training, he or she must immediately move to a safe place at the side of the course.

Fifteen to twenty minutes before the end of the training session (depending on the time needed to reach the summit), the Commissaire assigned to the uplift must not allow any more riders to go to the top of the course. This time should be adjusted as needed and announced in a communiqué or at the team managers’ meeting.

#### NOTE

If an official is not stationed at the uplift for the entire training session, then a Commissaire should go to the bottom of the lift in order to close it. The aim is to prevent riders from arriving at the start after the end of the training session.

The Commissaire at the start must make sure that all riders wear an approved full-face cycling helmet, both in competition and during training sessions. The riders must also have their handlebar number plate on the bicycle. Note that it can sometimes be impossible to prevent riders from going up on the lift. Many DHI events take place at ski resorts which have mountain bike parks that are open to the public. There is nothing to prevent participants in the race from riding in the bike park as long as they are not on the course. In this case, the uplift Commissaire should note the number of the last rider who will be allowed to practice on the course and inform the Commissaire at the start of this information. All riders coming to the uplift following this rider should be advised that the course is closed. The Commissaire should remain at the start for a while past the end of training to ensure that these instructions are respected. It is likewise a good practice to close the entrance to the start area with a barrier to make it obvious that the training is over.

Furthermore, video cameras are only permitted during practice, whether mounted to the helmet. Helmet-mounted cameras must be secured safely, in a way that does not present any undue risk to the rider and does not invalidate the certification of the helmet or other safety equipment.

#### NOTE

Since the 2014 season, the UCI allows a certain number of onboard cameras during competition at World Cup and World Championship events only. On those events, the onboard cameras must be communicated through an official communiqué edited by the Commissaires panel and with the approval of the UCI Technical Delegate. The riders being allowed wearing onboard cameras will be listed. Non-listed riders will not be allowed using onboard cameras during competition.

### 4.3.3.2. DHI: start procedure

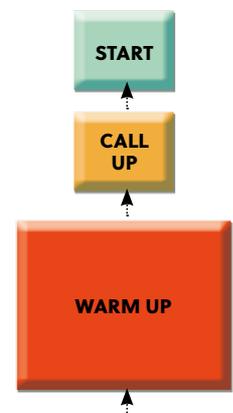


Ideally all riders must be in the “staging” area approximately 10 minutes before their scheduled start. Thus, they must allow enough time in the lift queue and on the lift to reach the start punctually.

A national Commissaire stages the riders according to the start list. When called, the riders line up behind the start line. The start Commissaire checks to see that the rider in the starting gate corresponds to the number on the start list.

The APCP (or another Commissaire) is also stationed at the start, to assist the start Commissaire and verify that the riders’ clothing and equipment complies with the regulations. Any issues in this respect should be reported to the PCP via radio. If a rider’s clothing or equipment represents a safety issue, or would normally prevent the rider from starting under the regulations, then the Commissaire should tell the rider that he or she must correct the problem, or be refused a start. All cases of a refused start should be reported to the PCP and finish judge immediately. As with the practice session, it is also good to station a Commissaire at the uplift to try to prevent a rider with clothing or equipment issues from reaching the top of the course (where it is often too late for the rider to fix them).

Under no circumstances may a rider start the race at any time other than his or her allotted start time. The rider may start between five seconds before and five seconds after his or her official starting time in events where adequate electronic timing is present and allows for this. As each rider starts, the start Commissaire notes the number of seconds before or after time zero that the rider started on the start list (in case the backup manual timing is needed) and then calls the next rider on the start list. A rider who misses the starting time will be considered as “did not start (DNS)” and will not be given another starting time. The Commissaire must thus wait until five seconds after a rider’s official starting time before bringing the next rider to the line.



Normally, the only conditions under which the PCP might allow a late rider to have a later start is in the case of circumstances beyond that rider’s control (for example, a proven extended stoppage of the uplift). By the time of the race, all riders will know the amount of time needed to reach the top of the course and prepare; so minor lift stoppages are not normally considered. If a rider is late, this is usually due to carelessness, which must not be tolerated.



It is important that the start times are respected. If a rider does not start, the next rider must not be allowed to start until his or her appointed time, unless authorised by the PCP (which may be the case if the race is behind schedule due to one or more crashes). In the case of DNS riders, the start Commissaire should move into the start area until the start time for the missing rider has passed, in order to prevent the next rider from accidentally starting the race before his or her scheduled time.

At least two National Commissaires record a manual backup time. Checks must be conducted at the start and finish that manual timing has been organised.



Forerunners, i.e. two or more riders with plates marked A and B, start down the course five minutes before the first competitor as an indicator (to marshals, the media, spectators, etc.) that the official race will start soon. The forerunners also verify that the timing system is working correctly and that the course is clear.

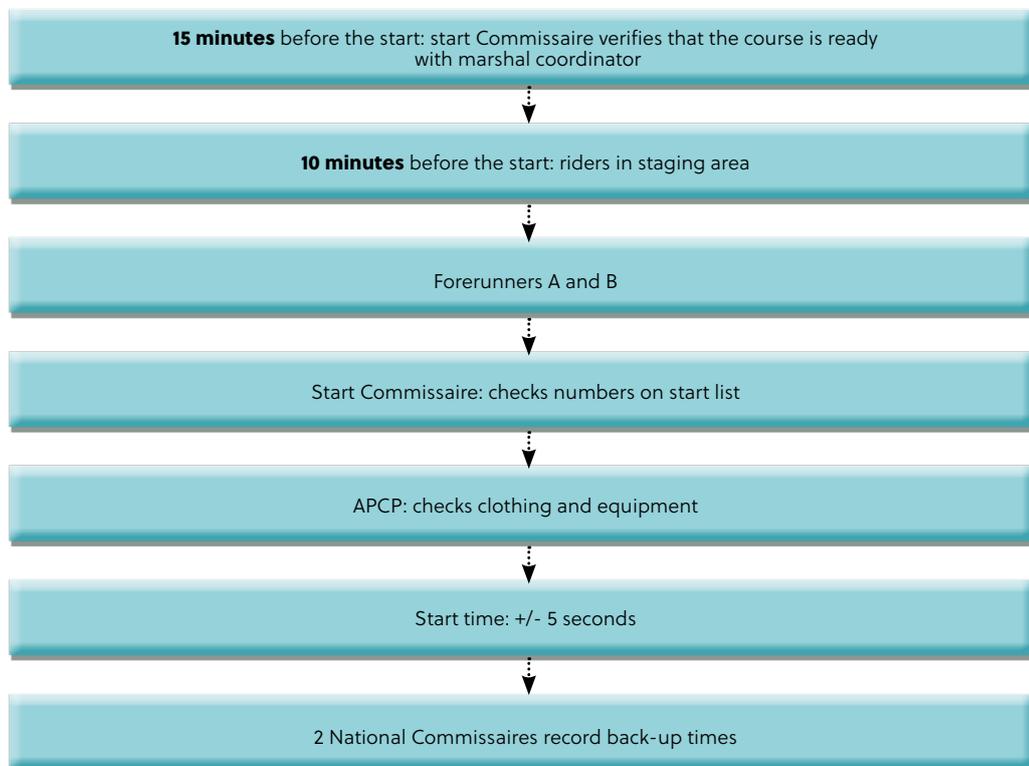


DIAGRAM. Start procedure

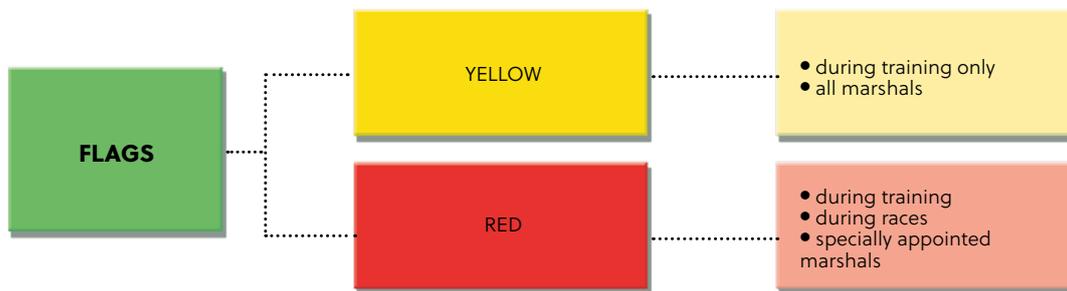
**4.3.3.3.** DHI: "flag" procedure

DIAGRAM. Flags



During official training sessions, all "flag" marshals carry a yellow flag which they must wave in the event of a fall to warn the other riders to slow down.

A number of specially appointed marshals must also carry a red flag and have a radio link set to the same frequency as that of the PCP, the marshal coordinator, the technical delegate and the medical team. They must be stationed at strategic places on the course in such a way that they can be seen directly by the closest two marshals (above and below them).

Red flags are used during training sessions and races (yellow flags during training only).

Marshals with red flags who witness a serious accident have to immediately signal this by radio to the marshal coordinator, who then notifies the PCP, the technical delegate and the medical team. Only the PCP may order a race stoppage (however, during training the start Commissaire should be notified of a red flag situation or any crash blocking or partly blocking the course as soon as possible). As soon as the course has been cleared, the PCP announces that the race may start again by radio. It must be understood that races may be stopped only in the event of a serious accident, in which the course is blocked either by the rider who has crashed or by the rescue effort (especially if continuing the race would put the rescuers or riders in danger).

Red-flag marshals must immediately evaluate the state of the injured rider while remaining in radio contact with the above-mentioned officials.



Red-flag marshals not directly concerned by an accident monitor all radio communications relating to the accident. If they see one of their red-flag colleagues situated below them waving a red flag, they must immediately do the same.

Riders seeing a red flag being waved during a race must immediately stop.

**NOTE**

Of course marshals with red flags below the location of the crash should NOT wave their flags, as any riders below the incident would obviously not be held up by it.

A rider who has been stopped must continue calmly without delay to the end of the course to obtain a new starting time from the PCP.

When possible, it is best to allocate the most experienced National Commissaires to the most difficult areas of the course (in place of marshals) to be ready with red flags.

During DHI training sessions, the start Commissaire should be appointed as the race "emergency-stop" Commissaire, as the start Commissaire controls the training.

Above all, the marshals should be briefed by the PCP. Marshals should receive written instructions on the use of the red and yellow flags in their own language. It is important to stress that during the race, the PCP is the only person who may stop the event. The course marshal plans found in [section 4.2.2.3](#) should be referenced in the briefing.

#### 4.3.3.4. DHI: finish procedure



During the race, the finish judge must ensure that the finish line is clearly marked on the ground and that the timing photo cells are free from any obstacles that might affect the riders' times.

In bad weather, when the riders' numbers are covered in mud, a national Commissaire may help with checking the numbers. As mentioned before, at least two National Commissaires are also needed for back-up manual timing (one at the top and one at the finish).



During the race, the rider with the best finishing time sits in the "hot seat" to allow spectators and the media to identify the current race leader. The hot seat is usually only used during the final and not during the qualifying or seeding run.

The PCP is positioned at the finish area, close to the hot seat and next to the exit from the finish corral; this means the PCP can witness the finish of each rider and monitor their conduct in the finish area and on the hot seat. This is particularly important for noting any potential equipment violations regarding jerseys or video cameras, in case such infractions have not been caught before the start. Also, in this position, the PCP can receive any complaints from riders concerning being held up on the course by a marshal with a red flag.



At races where a technical delegate is appointed, it is typically his or her responsibility to manage the hot seat and the photographers around it. In the absence of a technical delegate, the organisation usually supplies a person to manage the hot seat. While the PCP (or a delegated Commissaire) can help with this, the first priority of the Commissaires is to pay attention to what is happening in the race; as such, the hot seat is a secondary priority.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain how training is managed for DHI events.
- Describe the yellow flag procedure during DHI training.
- Describe the red flag procedure during DHI races.
- Explain the DHI race start procedure.
- Describe how backup timing is done for DHI races.
- Describe the task distribution and procedure at the finish line of DHI races.
- Describe how riders who are late for their start are dealt with.
- Explain the UCI Regulations regarding the use of video cameras

### INTERNATIONAL COMMISSAIRES

Additionally, International Commissaires should be able to:

- Describe how to use the race distance and duration calculation spreadsheet available from the UCI Commissaires' Extranet.



## WHAT TO DO

- Observe the actions and reactions of the marshals during training to see how well they follow instructions; address any concerns with the marshal coordinator.
- Be firm concerning the training schedule. A minor stoppage of the uplift during training usually does not need to be made up; normally there is much more time for training available than is really necessary.
- If time allows, observe the training, particularly at difficult sections of the course (especially if you are also the technical delegate) so that you are informed about possible problems with the course if this issue arises.



## WHAT NOT TO DO

- Do not authorise a restart unless you are reasonably certain that a rider has received a red flag.
- Do not authorise a rider to start late unless you are satisfied that he or she has missed the start for a reason that is genuinely beyond the rider's control (e.g. a major stoppage of the uplift).

#### 4.3.4. SPORTING CONTROL TASKS – ELIMINATOR (4X, XCE) RACES

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4.3.4.1. 4X: general principles and sporting control

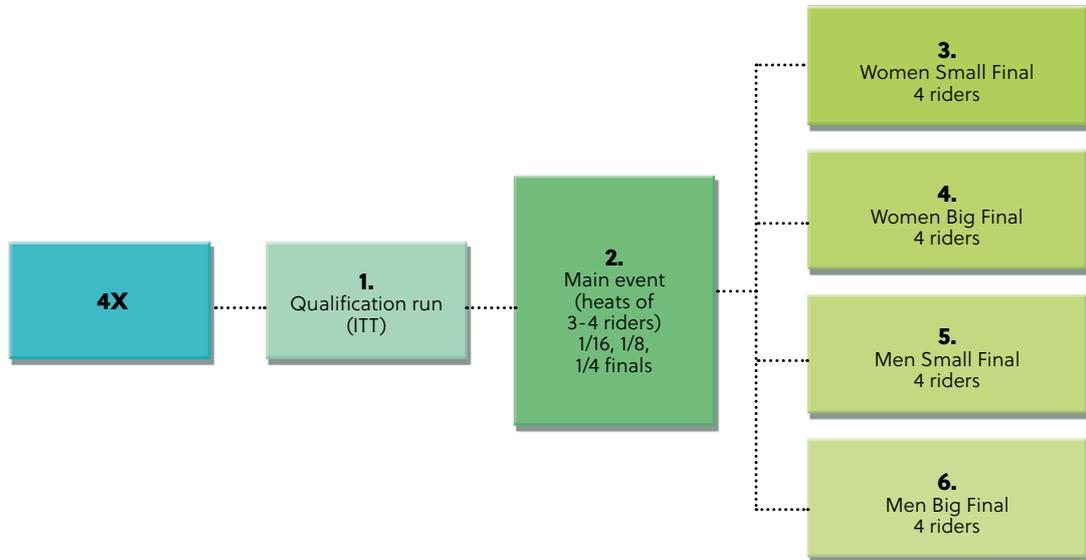


DIAGRAM. Four-cross race format



Four-cross (4X) features exciting, fast-paced races, in which heats of three or four riders contest a generally downhill course with banked corners, jumps and other obstacles. The first two riders to cross the finish line after completing the whole course advance to the next round of the competition. The remaining one or two riders are eliminated.

Before the main event featuring heats of three or four riders begins, all riders complete a qualification run on the course. This takes the form of an individual time trial. The number of riders who ultimately qualify for the main event depends on the number of riders entering the event as defined in the 4X section of the UCI Regulations, **ARTICLE 4.4.005**. Following the qualifying round, all riders who are not eliminated receive a new number plate corresponding to their rank in the qualifying round. For example, the fastest qualifier receives plate number 1, the second fastest gets plate number 2, and so on.



The competition format is organised so that the best riders ultimately meet in a final (called the “big” final), which decides the outcome of the race (places 1 – 4). A “small” final is also organised for the riders from the semi-final round who did not advance to the final to determine places 5 – 8. All other riders are ranked based upon the round reached, then by their result in the heat, and then by their race number (which is based on the results of an initial individual time trial on the course, used to qualify the correct number of riders for the elimination rounds).





4X is a contact sport; as the riders are racing head-to-head over a short and sometimes narrow course, some contact is inevitable, particularly when going through corners. However, it is forbidden for riders to deliberately interfere with another rider's progress.

During the elimination stages of the race, the Commissaires manage the event as follows:



1. The start must be free from interference. The first five metres of the course are divided into four lanes of equal width (the width of one start position at the gate); the boundaries between the lanes are marked with white lines. Any rider who rides on or over one of the white lines is relegated if it is judged that in doing so, he or she interferes with another rider. If there is no interference, the relegation is converted to a warning.
2. After the start, the Commissaires observe the entire race to ensure that any contact between the riders is incidental and is not deliberately meant to block or interfere with another rider's progress. This can include:
  - a. Deliberate attempts to "take-out" other riders such as running into them (a T-Bone) or attempts to push another rider off the course (usually in a corner).
  - b. More subtle means of interference, such as attempting to delay or alter the path of another rider through a corner using an elbow; this can be difficult to detect, as riders often ride "elbow-to-elbow" through the corners.
3. Commissaires must ensure that the riders complete the full course. This includes passing around any gates, as described in the 4X regulations. These are normally placed to define the boundary of the course, especially through the corners.
4. Commissaires watch for any acts of violence, aggression or disrespectful behaviour during the race (e.g. kicking other riders, rude gestures, removing a helmet, throwing a bicycle or helmet, etc.).
5. Commissaires confirm the finish order and warn, relegate or disqualify riders for any infringements on the course, as confirmed by the PCP.

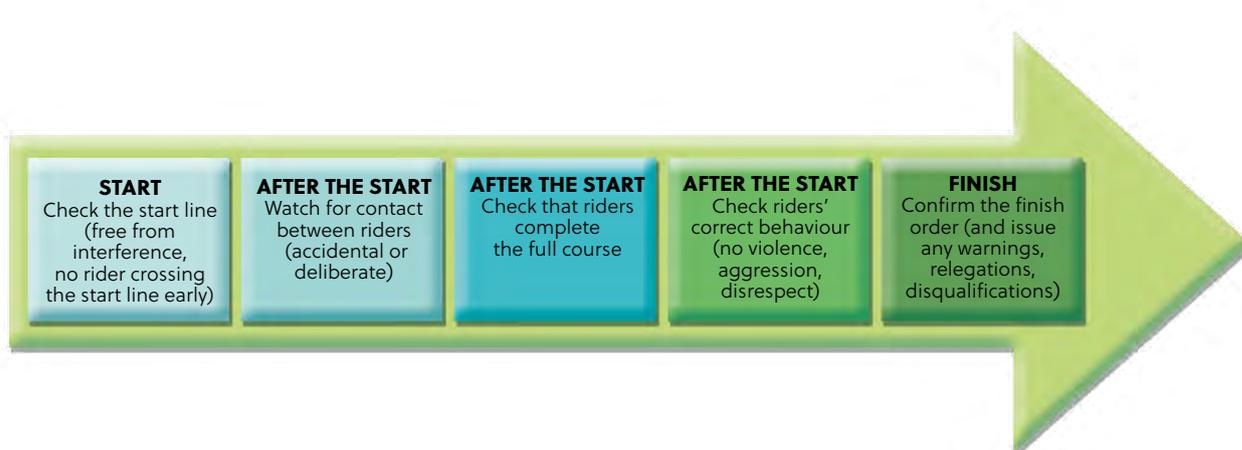


DIAGRAM. Commissaires' tasks during a Four-cross race

#### 4.3.4.2. 4X: training

The regulations require that practice must take place on the same day as the finals, in addition to any other practice periods that may be held. As with any other discipline, the course marshals and medical teams must be in position before practice can begin.

A Commissaire should also be positioned at the start gate to ensure that the practice ends on time.

It should be noted that it is normal for riders to stop along the course to watch other riders and also to not descend the entire course on each run. Often riders will remain at one or more areas on the course to practice particular sections over and over again. Later in the practice, more and more riders will begin doing end-to-end runs of the course. This method of practicing should be supported by the Commissaires. However, riders who stop in a dangerous place should be asked to move elsewhere.



Finally, it is important to ensure that the starting gate is used during some of each practice session.

It can be helpful for the Commissaires to watch the practice; doing so can help them predict where interference between riders is most likely to occur during the race. This is particularly important if the PCP is also the technical delegate, as it will help to determine more exactly where the gates should be placed. Of course, if a gate position is adjusted, then the riders must still have a chance to practice after the change is made.

#### 4.3.4.3. 4X: radio protocol & sporting control procedure

During the race, the Commissaires must conduct all communications in the following way (English will be used in situations where the Commissaires speak different languages):

- Riders W-X-Y-Z in the gates (Start Judge)
- Riders on course (Start Judge)
- Rider X False Start (Start Judge)
- Rider X Incident (all Commissaires)
- Rider X Elbow (or any other part of the body) (all Commissaires)
- Rider X T-bone (all Commissaires)
- Rider X Gate (all Commissaires)
- Riders W-Z (in the order of arrival on the finishing-line) (finish judge)
- Confirm Riders W-Z (PCP)
- Rider X 'red card', 'blue card' or 'yellow card' (PCP)
- Course clear (PCP)

The PCP directs the race from an observation tower; ideally this is situated midway on the course at a place that allows him or her to see the entire course.

#### NOTE

On many courses, it is nearly impossible to view the whole course. Consequently, the PCP should be stationed where he or she can see as much of the course as possible. For major events such as World Cups, the PCP is often stationed in the TV truck and watches the race on a video screen.



It should be noted that sometimes radio reception in the TV truck is poor as such trucks are often shielded against electromagnetic interference. Reception should be tested prior to the start of the competition and if radio communication is problematic, a person should be stationed just outside the truck to pass any urgent messages to the PCP. The timing service provider representative at the starting gate often has a hard-wired communication to the timing unit and TV production team and may also be able to pass messages.

National Commissaires are stationed at strategic spots on the course. They must immediately inform the PCP of any rule infraction, in accordance with the applicable radio procedure.

Because of the noise levels during the event (large crowd and loud music) Commissaires must be provided with ear-pieces for their radios. The success of the event depends on it.

#### 4.3.4.4. 4X: finish & card procedure

The first two riders crossing the finish line advance to the next round. The other two riders are eliminated.

If the four riders fall or fail to cross the finish line:

- The order of arrival is determined by the distance covered by each of the riders.
- The winner of the heat is the one who completed the longest portion of the course.

A Commissaire at the finish line will use a system of red, blue and yellow cards. All decisions must be confirmed by the PCP.

YELLOW CARD	BLUE CARD	RED CARD
<ul style="list-style-type: none"> <li>• A yellow card will be shown to riders who race in an unsafe manner or are intentionally a danger to their competitors.</li> <li>• The yellow card will be the first and final warning.</li> </ul>	<ul style="list-style-type: none"> <li>• A blue card will be shown to riders who in some way cause a disadvantage to their competitors or who gained an unfair advantage.</li> <li>• This indicates that the rider is relegated.</li> <li>• Reasons for relegation include riding on or over one of the lines just after the start, missing a gate without returning to go around it properly or causing a false start (see <b>REGULATIONS 4.4.011, 4.4.012 AND 4.4.016</b>).</li> </ul>	<ul style="list-style-type: none"> <li>• A red card will be shown to a rider who is disqualified.</li> <li>• Without prejudice to the other provisions on disqualification, a rider shall be disqualified on receiving a second card of any colour in the same event, or for breaching the principle of sportsmanship or the competitive spirit.</li> </ul>

DIAGRAM. Card procedure

Once the finish order has been confirmed and it has been established that no warnings, relegations or disqualifications are being issued, a Commissaire must direct the two riders advancing to the next round back to the start as promptly as possible. If a lift is not available, there will usually be pick-up trucks (or other similar methods of transportation) to bring the riders back to the start. Eliminated riders are invited to leave the finish area.

In the finals, the men ride after the women. The women's "small" final (places 5 to 8) is followed by the women's "big" final. Then the men's "small" final (places 5 to 8) is held and finally the men's "big" final.

The award ceremony takes place as soon as possible after the race.

#### 4.3.4.5. XCE: general principles and sporting control



The general format of XC Eliminator is the same as that for 4X. There is a qualifying round (an individual time trial on the course) which reduces the field to either 32 (heats of 4) or 36 (heats of 6) riders. The riders' number plates are re-assigned to reflect the finishing order of the qualifying round. The heats are drawn up on the same principle as 4X: theoretically the best two riders in the qualifying round would not meet until the final. The exact process for establishing the heats is found in Annex 5 (36 riders) and Annex 6 (32 riders) of the UCI Mountain Bike Regulations.

However, there are some nuances compared with 4X events, other than the fact that XCE is a cross-country event and not a gravity event (see [section 4.5](#) of this guide on XCE courses and event format).

## THE START



For XCE events, it is important to have enough Commissaires in the staging/warm-up area to prepare and stage the riders. XCE events are run quickly – so this is important. During the qualifying time trial round, Commissaires need to actively encourage the riders to line up in the order of the start list. As the start interval is usually 15 to 30 seconds, it is important to be efficient. Just behind the start Commissaire, another Commissaire takes up a position to keep track of the start list and inform the starter of any missing riders so that gaps can be maintained.

During the main event, a Commissaire is charged with monitoring the radio and updating a copy of the race grid with the results of the last race, so that the composition of the next rounds of racing can be quickly determined. This is a task that is sometimes best given to the secretary or his or her assistant. Other Commissaires are then charged with organising the riders for the next heat. Normally, the riders in the next heat enter the start area and begin preparing themselves immediately after the previous heat has started.



A gate is not used at the start. Instead, a starting grid is drawn on the ground, and the starts are done either with one foot down, or using holders. A key job of the starter is to watch for false starts (and also to try to discourage false starts by the method of starting).

The start procedure for XCE is as follows:

1. The riders in the heat choose their starting position in order of race number (lowest to highest).
2. When the riders are in position (whether with one foot down or supported by holders) with the leading edge of their front wheels a short distance behind the starting line (approximately 10 centimetres to accommodate different wheel sizes and give some room for error), the starter's call proceeds as follows:



DIAGRAM. XCE start procedures



When the start Commissaire is ready to begin the start procedure, he or she should first make sure that the riders are prepared – meaning that they are all present, with their front wheels correctly placed and that they have one or both feet clipped in to their pedals (depending on whether there are holders or not). After the first part of the starter's call, "Riders Ready!", the starter should then delay a little to ensure that the riders really are ready, closely watching their body language. If a rider does not appear ready, he or she may not have heard the starter (if not using a public address system, the starter needs to shout loudly to ensure that everyone hears him). When the starter says "Attention!" he should be watching the front wheels and be prepared to fire the gun (or blow the whistle) to start the race.

After the call "Attention!" it is important to try to sound the start as quickly as possible to minimise the chances of a false start (a gun is better than a whistle for this; or, possibly a different Commissaire just behind and out of sight of the riders could blow the whistle instead).

If after the call "Attention!" a rider begins rolling forward, the starter should fire the gun or blow the whistle immediately. However, if the leading edge of the offending rider's front wheel cuts the start line before the gun or whistle is sounded, then a false start has occurred. In this case, if it is possible to stop the race before the riders have gone too far (more than 100m or so), then stop the race, eliminate the offender (relegated to last place) and restart the heat with the remaining riders. If stopping the riders is not possible, allow the race to finish and then relegate the offender to last place.

#### NOTE

During World Cup events and World Championships, Swiss Timing provides a false-start detection system. The start Commissaire (if unfamiliar with the system) should practice with it for a few minutes prior to the event.

## MANAGING THE RACE

Once the race has started, the general principles are the same as for any other XC event. Riders must allow faster riders to overtake and at no point deliberately obstruct. If enough Commissaires are present, some are placed around the course.



Corners tend not to figure as prominently in XCE races as in 4X races. However, there are sometimes sections of the course that might serve the same purpose: "pinch-points", where only one or two riders at a time can pass. These sections should be watched closely to ensure that the conduct of the riders is fair and that there is no intentional contact intended to injure or put another rider at a disadvantage. If this does happen, either relegation or disqualification is appropriate.

For major events, as with 4X, a Commissaire is usually placed in the TV unit to watch the entire race and rule on the conduct of the riders during the race.



Normally the PCP serves as the starter and the APCP is made responsible for managing what happens on the course. This is because the possibility of false starts is significant and instant decisions are needed.

## THE FINISH

At the finish line, the same process as for 4X is generally followed, that is confirming the riders who advance over the radio. However, at the time of writing this guide, the card system is not used. As the start and finish are very close together, the riders who advance should immediately return to the start area.



Because XCE is a **sprint event**, the format of some courses may make the final sprint very important to the outcome. It is essential that the finish judge is in a position to judge the final sprint to ensure that it is fair and safe, i.e. that the leading rider doesn't prevent an overtaking rider from passing. Again, should this happen, relegating the offending rider from the position that he caused the other rider involved to lose is usually the appropriate penalty.



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Describe the 4X event format including:
  - The qualifying round,
  - The procedure to complete the grid used to manage the final rounds of the event.
- Describe the 4X radio protocol.
- Describe the 4X card procedure.
- Explain the main jobs of the Commissaires during 4X events.
- Describe how the start is managed in XCE events.
- Explain the distribution of Commissaire tasks for XCE events.
- Describe the start procedure for XCE.
- Explain the penalties that may be imposed in XCE events.

#### INTERNATIONAL COMMISSAIRES

Additionally, International Commissaires should be able to:

- Explain the World Championships 4X format.
- Explain the World Cup/World Championships XCE Format.



### WHAT TO DO

- Ensure that there are enough Commissaires and/or volunteers to run the event efficiently, especially the start. Make sure that volunteers used in place of Commissaires are suitably trained.
- Agree within the Commissaires' panel and with the TD and TV production company how false starts (if any) will be handled.

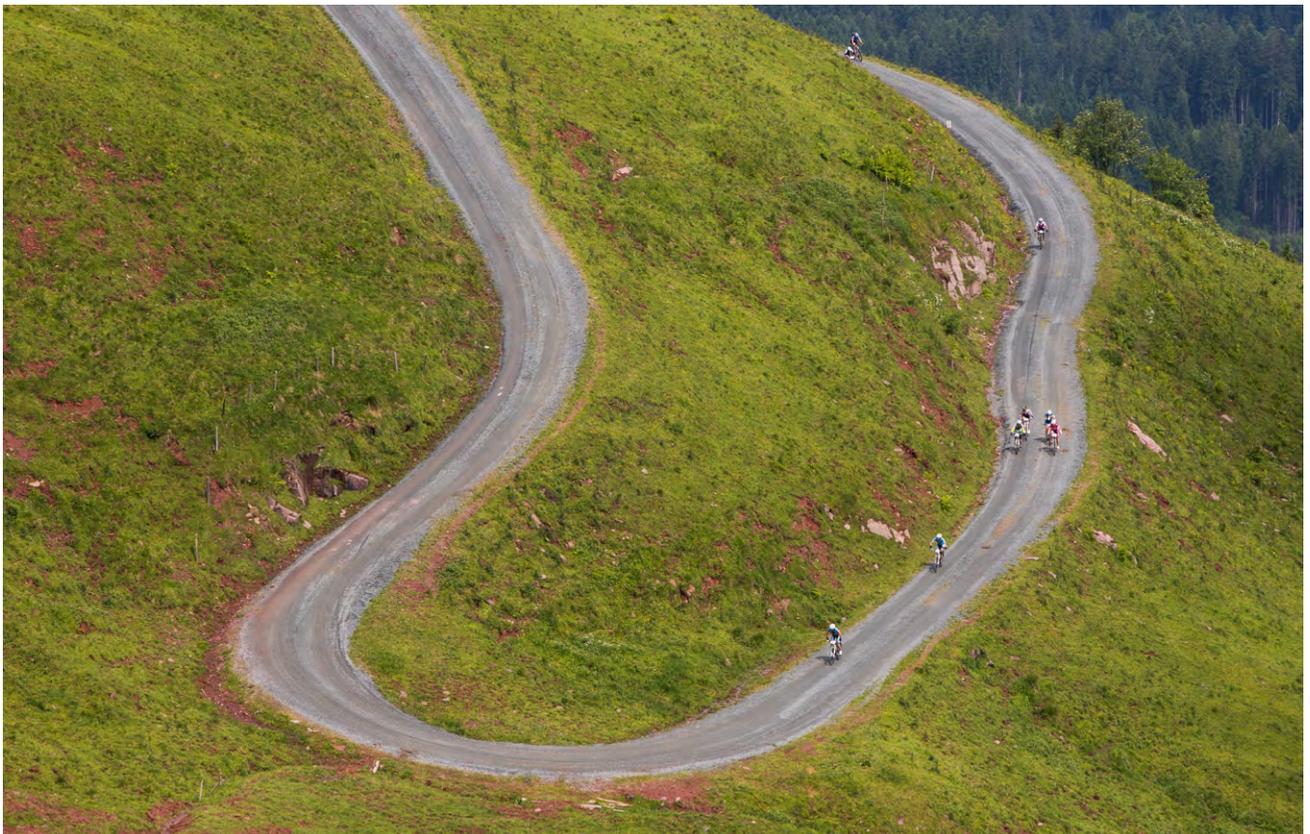


### WHAT NOT TO DO

- Do not begin the race without first testing the start system to ensure that riders can hear the start instructions and the whistle.
- Do not allow a rider who might have missed his or her start to start in a different heat (one that might have only 3 riders); this will ruin the seeding of the event.
- Do not permit a discussion of Commissaires' decisions on race incidents; if the Commissaires believe a relegation or disqualification is appropriate, stick to this verdict. Decisions must be made quickly and firmly. If there is an element of doubt, then it is best not to issue a penalty.

#### 4.3.5. SPORTING CONTROL TASKS – ENDURO EVENTS

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#### 4.3.5.1. Enduro: format

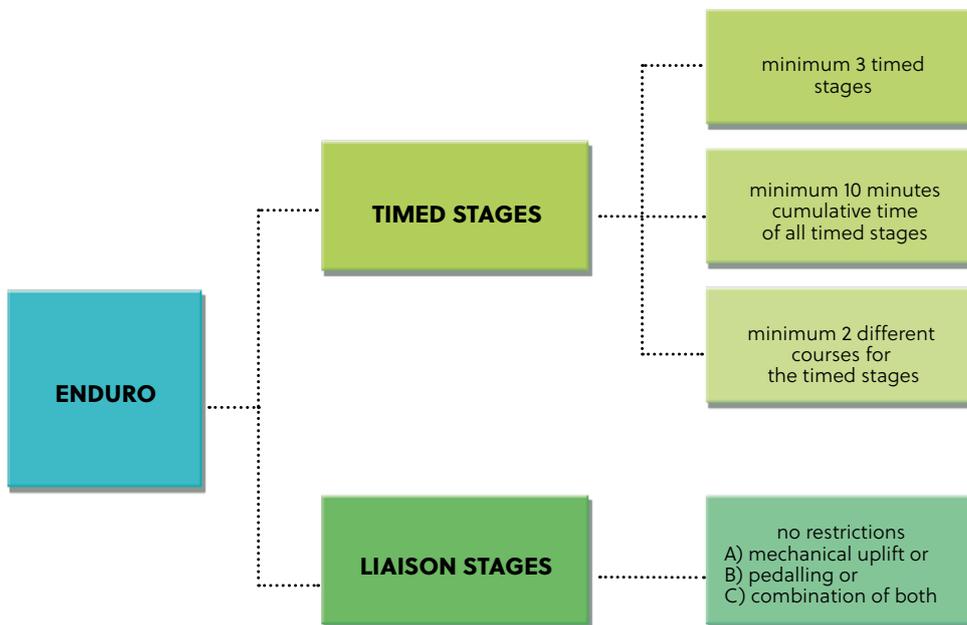


DIAGRAM. Enduro format



New to the UCI Rulebook in 2014, Enduro events are essentially downhill stage races (Enduro events are dealt with in **ARTICLES 4.4A.001 – 4.4A.020**). They consist of a series of **timed stages** that are connected by **“liaison” stages** (not timed). A general classification is created from the accumulated times of all the timed stages.

Enduro events must consist of at least 3 timed stages, totalling at least 10 minutes duration (cumulative time of all timed stages). A minimum of 2 different courses for the timed stages must be used. Courses should be generally descending with a variety of terrain and can include some short flat or uphill sections.

There are no restrictions concerning the liaison stages; they may consist of mechanical uplift or pedalling or a combination of both. However, all riders must respect the mode of transport for each liaison stage that is required by the technical guide.

The **technical guide** is very important; it defines all of the specific regulations, schedules and descriptions of the liaison stages. Also, the organisation must supply all riders with a map of the event, including the stages, as well as contact information for the emergency medical services.

The organisation must allow sufficient time for riders to train on the courses for all timed stages.



Enduro courses must be marked so that it is impossible for riders to leave the course accidentally. Hard to define areas may be marked with slalom style gates (as defined by the UCI MTB Regulations); within such sections riders must pass between the gates.

It should be noted that Enduro races are new; the discipline will probably continue to evolve over the next few years as it matures. It will take some time to decide the best sporting control procedures for this discipline as we learn more about how the races work and what aspects of them are important to control.

Therefore what follows are suggestions and should not be taken as "rules". Most important at this stage is that Commissaires are sufficiently flexible and thoughtful in their approach and work with the organisation and riders to provide effective sporting control according to the needs of the event. Before acting or making a demand of the riders or organisation, always ask yourself whether or not it is important within the context of the existing regulations and the fair conduct of the race. Do not automatically apply a procedure just because it is something that is accepted in another MTB race type or because you feel like you "should be doing something".

#### 4.3.5.2. Enduro: the start and finish

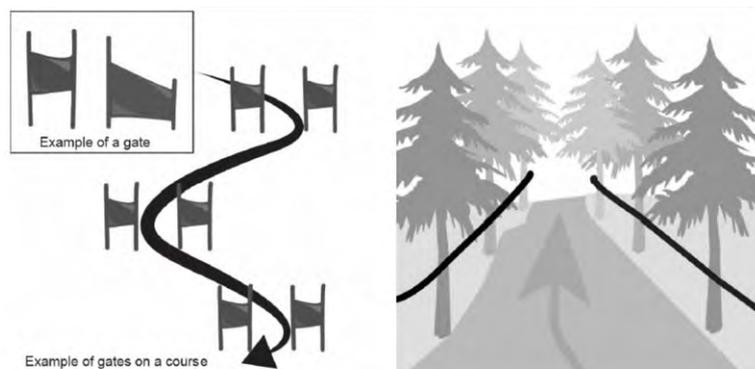
The process used to manage the timed stages of Enduro events is similar to that used for DHI events; riders start individually and race against the clock. However, there are some key differences:

- The start interval can vary, but there must be at least 20 seconds between riders.
- Due to the nature of Enduro and the liaison stages, riders are permitted to start as long as they are within the period of time allowed for starts for that particular stage.
- Backup timing should be done at both the start and finish of each timed stage.

#### 4.3.5.3. Enduro: the race

During the race, riders must follow the course as defined by the organisation. This includes staying within boundaries defined by marking tape or by the slalom style gates defined by the UCI MTB Regulations. This is monitored by both marshals and Commissaires who are not in stationary positions but who move along the course as the race progresses.

Also, the normal rules of conduct for MTB races apply – slower riders must allow faster riders to pass as soon as possible without obstruction.



EXAMPLES. Installed gates and course taping

#### 4.3.5.4. Enduro: technical assistance

A technical assistance zone is provided for the use of the riders; outside technical assistance may only be received in this zone. Furthermore, riders must finish the race with the same frame, front and rear suspension units and wheels that they started the race with. This equipment is marked by the Commissaires before the event begins and is checked at the finish.

Equipment may only be changed with approval and a 5-minute time penalty is applied.

#### 4.3.5.5. Enduro: protest

The Enduro regulations permit the PCP to consider and act upon a complaint against a rider from two or more other riders (provided they are from different teams). However, it is wise for the PCP to conduct his or her own investigation into such complaints and make his or her own decision.



### LEARNING OUTCOMES

#### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite National and International Commissaires should be able to:

- Explain the format of Enduro events.
- Describe how Enduro events are managed by the Commissaires.
- Describe how technical assistance applies to Enduro events.
- Describe how Enduro courses are marked.
- Explain how protests may be made in Enduro events.



### WHAT TO DO

- Review the technical guide carefully to learn about the procedures used to manage the race.
- Work with the organiser to provide effective sporting control without being overly demanding.



### WHAT NOT TO DO

- Do not blindly apply sporting control procedures from other types of MTB races before deciding whether or not it is really necessary.

## 4.4. THE FINISH

The finish is one of the key technical zones in all MTB races. It is designed to serve several functions:

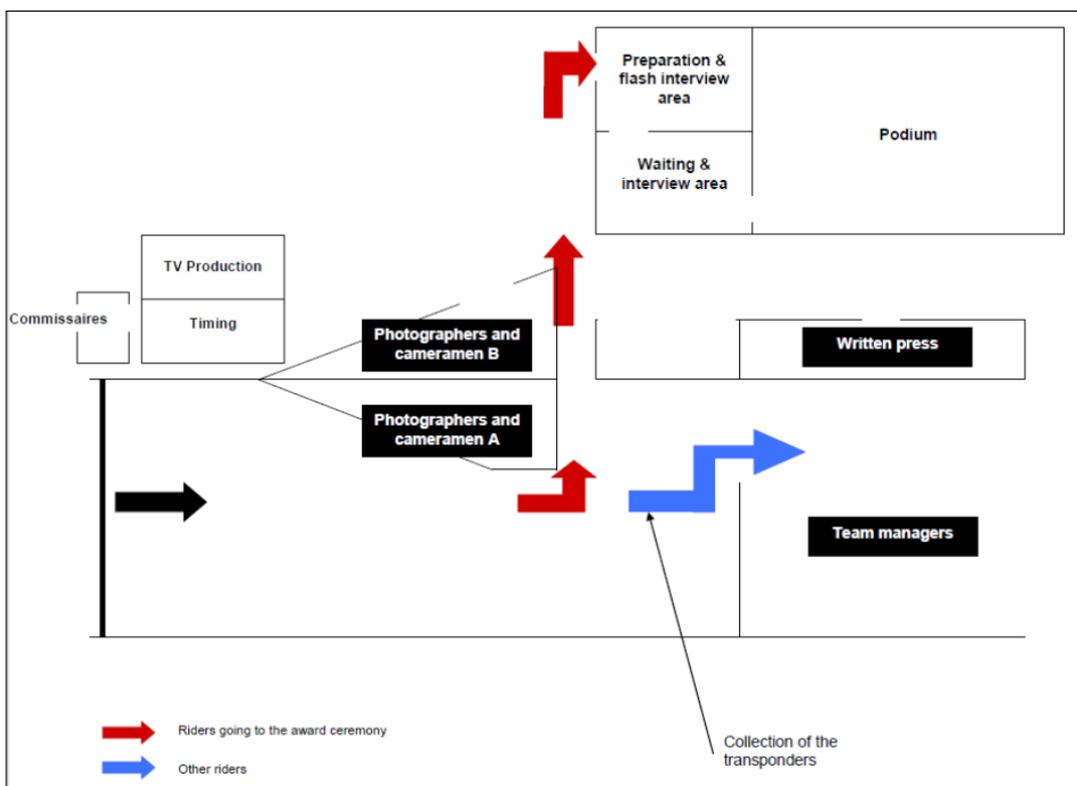
- To create a protected, controlled zone for the riders to finish the race. Spectators are kept out of the zone but have a good view of the action.
- To provide a sheltered workspace for the finish judges and timekeepers.
- To provide space for timekeeping and photo-finish equipment to be set up.
- To provide an area with controlled access for photographers as they await the first riders.
- To provide a safety/braking zone for riders to slow down after crossing the finish line.
- For multiple lap races, such as XCO, to provide a transition zone at the end of one lap into the start of the next.

### 4.4.1. FINISH AREA SETUP

The UCI Mountain Bike Regulations describe the dimensions and requirements for the setup of the finish area.

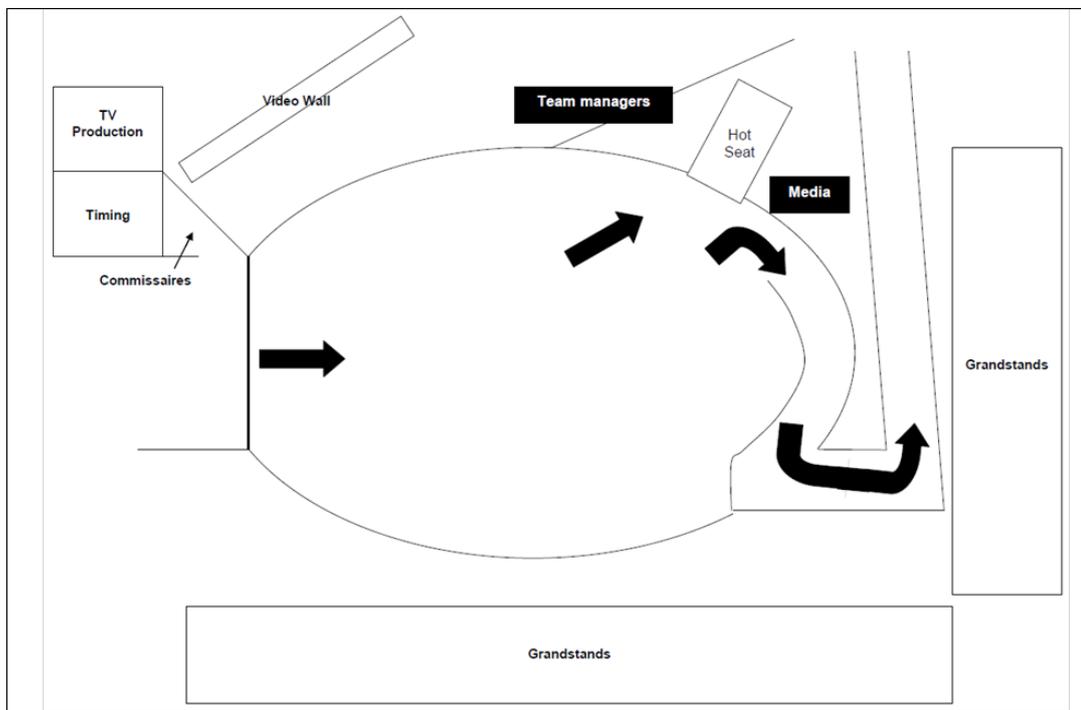


- For XC races: **ARTICLES 4.2.030 – 4.2.034**





- For DH & 4X races: **ARTICLES 4.3.009 – 4.3.010**



The intent of these regulations is to ensure that:

**The finish area is**

- wide enough,
- long enough,
- sufficiently equipped with protective fencing.

The finish line itself must be marked on the ground.



**UCI REGULATIONS - ARTICLE 1.2.099**

The finish line shall comprise a line of 4 cm in width, painted in black on a white strip [...]. For mountain bike races the white strip must be 20 cm, thus leaving 8 cm on each side of the black line.



DIAGRAM. Format of a MTB finish line

Also, a finish banner must be suspended over the finish line (though not on an inflatable arch without supports in case power is lost).

The design of the finish zone after the finish line should facilitate the work of the media and the Commissaires, including the finish judge. It is also important to make sure that an area is set aside for the photographers. The photographers' area is usually marked by paint or traffic cones about 20-30m past the finish line (for XC races). The area may be marked by a single diagonal line starting from one side of the course, with a 2-3m wide passage to allow the riders through on the other side of the course. Alternatively, a 'V' shape is formed from two diagonal lines, starting from both sides of the course, with a 2-3m wide space in the middle to allow the riders to pass.



For XC events, an area for the team managers/soigneurs is normally provided some distance behind the line of photographers. This is usually subject to security controls. It is important that an exit is provided so that the lead bike can quickly leave the finish area and go back out to sweep the course.

The technical delegate (TD) is responsible for setting up the finish area. The TD is also responsible for the supervision of all those working in the area, to ensure that no problems occur.

The PCP usually also takes up a position in the finish area, at around the time that the finish judge expects the winner to arrive, in order to help judge the final sprint and maintain control of the finish area once the riders begin to arrive. It is also important that the PCP is available to the riders and team managers immediately after the race in case there have been any incidents which might require the PCP's intervention, especially if concerning podium places.



For DHI and 4X events, the area outside the fence is usually reserved for photographers. Photographers are generally not allowed inside the fence in order to keep the area clear for safety reasons (due to the high speed of the riders at the finish and the possibility that a rider might lose control of his or her bike).

For DHI events, the hot seat can be located in a safe place in the finish area, if possible in a corner or off to one side, close to the finish area exit.

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

Elite National Commissaires should be able to:

- Describe the UCI Regulations concerning the setup of the finish area for all race types.

**INTERNATIONAL COMMISSAIRES**

Additionally, International Commissaires should be able to:

- Describe the responsibilities of the TD with respect to preparing the finish area for the media.
- Explain the duties of the PCP at the finish of XC events.

**WHAT TO DO**

- Brief the Commissaires working around the finish line to ensure they keep out of the view of photographers and TV cameras along the sides of the finish area.
- Ensure that the finish area complies with the regulations as far as possible, while accepting that it might not be feasible for all aspects to exactly comply – e.g. the dimensions of the finish line.

**WHAT NOT TO DO**

- Do not allow people without the correct accreditation to have access to the finish zone. Enough space must be available for the photographers to do their work and to ensure the fairness and safety of the finish for the riders.

## 4.5. SPECIFIC CHARACTERISTICS

### 4.5.1. SPECIFIC CHARACTERISTICS OF XC RACES

#### 4.5.1.1. Cross-country (XC) races

Cross-country is the endurance discipline of MTB racing. It is also the discipline that has the most different competition types. The most practiced form is Cross-country Olympic (XCO).

This section of the guide begins by describing the format of XCO races, because the same sporting control methods are generally used for most of the other XC race types. After this, a section on each of the other types of XC race follows.

#### 4.5.1.2. XC race course

The regulations governing the layout, length and features of XC courses are found in Part 4 of the UCI Regulations, "Mountain Bike Races". In particular the following articles apply:



#### UCI REGULATIONS - PART IV

<ul style="list-style-type: none"> <li>• General course parameters applicable to all MTB race types</li> </ul>	<p><b>4.1.024</b> Clearly defined course before the start</p> <p><b>4.1.025</b> Course properly and safely marked before official training</p> <p><b>4.1.040</b> Inflatable arches</p> <p><b>4.1.042</b> Course totally separate from all other events</p> <p><b>4.1.043</b> Obstacles in start and finish zones</p>
<ul style="list-style-type: none"> <li>• Course length by race type</li> </ul>	<p><b>4.2.001 - 4.2.010</b></p>
<ul style="list-style-type: none"> <li>• Course design and marking</li> </ul>	<p><b>4.2.016 - 4.2.029</b></p>
<ul style="list-style-type: none"> <li>• Start, finish and feed/technical assistance zones</li> </ul>	<p><b>4.2.030 - 4.2.039</b></p>

The race courses should match the parameters set down in the UCI MTB Regulations as closely as possible. The technical delegate is mainly responsible for approving the race courses and installations, with input from the PCP, especially where sporting control matters are concerned. However, at most races the PCP also carries out the role of technical delegate.



Much of the work of the event organiser involves designing and preparing the race course(s). If some aspects of the course do not observe the parameters specified by the UCI MTB Regulations, the technical delegate (or PCP) must work with the organiser to try to bring those aspects of the course into compliance to the greatest degree possible. It is important to remain sensitive to the efforts of the organiser in this regard. If an aspect of the course cannot be brought into full compliance by the organiser (or if the organiser refuses to do so) it is often better to accept that some aspects of the course do not conform to the regulations and note this in the race report rather than creating an adversarial situation which will make it difficult, if not impossible, to work with the organisation for the remainder of the event.

Naturally, if an aspect of the course (whether it complies with the regulations or not) exposes the riders to unreasonable risk, then the technical delegate and/or PCP should refuse to accept the course; if the problem cannot be corrected, then the race should be cancelled.

### THE COURSE – GENERAL ASPECTS

The course must be:

- Prepared so as to minimise the risks to an acceptable level (for both athletes and spectators) but should also present a sporting challenge.
- Well marked to avoid riders going off course.
- Able to withstand any kind of weather.

XC courses must comprise differing surfaces, technically demanding areas and narrow single tracks with regular passing places. Paved road may comprise a maximum of 15% of the total distance of the course. The current regulations should be consulted as they contain additional details on course design and marking.



A good course design should make it nearly impossible for the riders to take a short-cut and in this way gain an advantage.

#### 4.5.1.3. Cross-Country Olympic (XCO)



In XCO, it is important to respect the circuit length and race duration minimums and maximums (according to categories). These minimums and maximums are described in **ARTICLE 4.2.001** of the UCI MTB Regulations and depend on the class of the event. Double feed/technical assistance zones are recommended (although two single feed/technical assistance zones can be used, if the terrain makes a double zone impossible).

More important than the exact length of the circuit, are the race times. For example, the minimum and maximum times for Men and Women Elite for Class 1 events are 1 hour 30 minutes and 1 hour 45 minutes, respectively. Times vary depending on the class of the event.

The ideal XCO race circuit is one that allows the spectators to see the race unfold over many laps of the course, while keeping the winner's time within the specified range. Therefore, courses slightly outside the distance limits can be tolerated if the laps are either very slow or very fast due to the level of technical difficulty of the course.

#### 4.5.1.4. Cross-Country Marathon (XCM)



XCM races are a significant challenge not only for the athletes but also for the TD and Commissaires because it is not easy to prepare a well-marked course and provide adequate sporting control on such a long course. The same is true of stage races, which often incorporate several XCO, XCM or XCP stages.

**ARTICLE 4.2.004** of the UCI MTB Regulations defines the minimum and maximum distances for Cross-country Marathon races.

Races can be run over a single lap or up to a maximum of three laps of a shorter course. For a single-lap race, the course can not include any section to be covered twice (although the start and finish may be located in the same place). Also, in the case of multi-lap races, a shorter lap cannot be used for the Women's category.

Once started, the sporting control of cross-country marathon races involves supervising key points on the course, such as the feed/technical assistance zones and any potentially problematic sections, such as level crossings. Race passing orders should be kept at these locations. Also, if a marathon race has a 'cut-off' time (a time after which all riders who have not yet reached a particular point in the race are removed from the competition; the organiser may have this as a specific regulation for the event), this is usually implemented at a F/TA zone.

However, Commissaires can gain valuable information at marshal points and from the lead and following motorcycles. The organiser of an XCM event usually provides vehicles so that the Commissaires can travel between various points on the course.

#### 4.5.1.5. Cross-country Stage Races (XCS)



**ARTICLES 4.2.066 to 4.2.080** of the UCI MTB Regulations describe the technical aspects and competition procedure for Cross-country Stage Races (XCS). XCS races are run over three to nine days, with only one stage per day allowed. Any type of Cross-country event, except XCE (Cross-country Eliminator) races can be used as a stage in a Cross-country Stage Race.

As with road stage races, riders must complete each stage (according to the specific regulations for the XCS event noted in the technical guide) in order to be eligible for the next stage.

Also important to note is that XCS races are assimilated to XCO; therefore, XCO National and World Champions must wear their champions' jerseys in XCS events. Conversely, marathon champions should not wear their jerseys.

Care must be taken when managing circuit race stages of XCS events. If possible, it is best not to use the 80% rule – because a time must then be calculated for any riders who are pulled out of the race. However, circumstances may make using the 80% rule necessary (e.g. due to the length of the course or the amount of single track). If so, the method used to deal with pulled riders should be defined in the technical guide.

The overall results of mountain bike stage race (XCS) events are called the "general classification". The general classification (GC) is determined by adding together the finishing times of every rider from all stages and then subtracting any time bonuses. The GC winner is the rider who completes all the stages in the lowest cumulative time.

Some stage races also feature a team classification (although this is not mandatory). The team classification is only open to UCI ELITE MTB teams, UCI MTB teams and national teams (both women's and men's team classifications are drawn up) and is determined by adding the times of the two best riders of each team in each stage.

In the event of a tie in the general classification of stage races, the fractions of a second from any time trial stages are added back in to the general classification times for the riders concerned, in this way breaking the tie. If there is no time trial stage, or the tie still exists, then the place obtained in the last stage ridden is used to break the tie.

#### 4.5.1.6. Cross-country point-to-point (XCP)

 **ARTICLE 4.2.006** of the UCI MTB Regulations describes the technical aspects of XCP races. The start and finish must be in different locations. As with XCS races, XCP races are assimilated to XCO for the purposes of deciding which champions' jerseys must be worn. Sporting control of XCP races is carried out in the same manner as for XCM races.

#### 4.5.1.7. Cross-Country short circuit (XCC)

 **ARTICLE 4.2.008** of the UCI MTB Regulations describes the technical aspects of XCC (sometimes called "Short Track") races. The race duration is 30 to 60 minutes on a circuit that does not exceed 2km in length.

XCC races are organised in basically the same way as XCO races. A crucial element of XCC races is that of managing lapped riders. Due to the short nature of XCC events (2km course or less), using the 80% rule can be difficult, depending upon the expected lap times, which can sometimes be less than 5 minutes. If the field is large, riders who are in danger of being lapped should be pulled from the race every lap, to avoid confusion over who the race leaders are. If practical (given the layout of the course), the use of a lead motorcycle can also make it easier to manage the race.

#### NOTE

When pulling lapped riders in an XCC event, it is important to leave enough riders in the race to have an interesting finish, even if it means having a few riders left in the race who are one or more laps down.

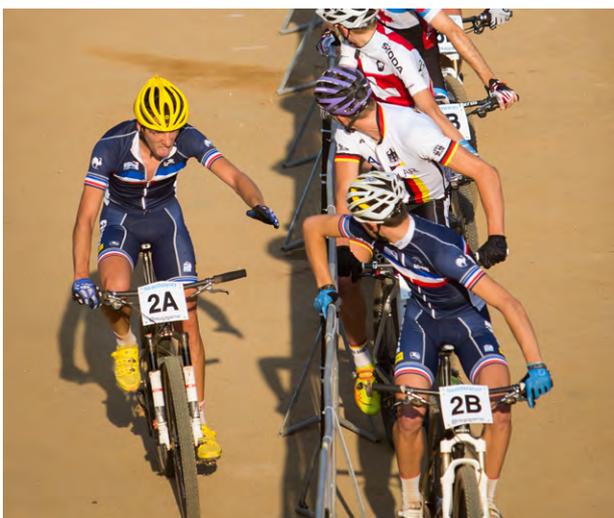
#### 4.5.1.8. Cross-Country time trial (XCT)

 **ARTICLE 4.2.014** of the UCI MTB Regulations describes the technical aspects of XCT races. These races are only held during stage (XCS) races.

For the purposes of sporting control, XCT events are managed like downhill races – riders start individually and are ranked in order from fastest to slowest race times. If the XCT stage is a team time trial, then the time of the team is taken on the second rider to cross the finish line.

#### 4.5.1.9. Cross-Country team relay (XCR)

 As per **ARTICLE 4.2.015** of the UCI MTB Regulations, XCR races must be held at MTB World Championships and can be held at MTB continental championships. The competition format is described in **ARTICLES 9.2.032** and **9.2.033** of the UCI Regulations (Part 9: World Championships).



These races take place over the XCO circuit and are contested by national teams, who nominate four riders: one Elite Male, one U23 Male, one Junior Male and one Elite Female. Each rider completes a single lap of the course and relays the next rider in their team by touching their team-mate's arm, jersey or other part of the body. This "relay" takes place in an exchange zone near the start/finish area, specially set up for this purpose. If a relay is missed, the next team member cannot leave the exchange zone until the incoming rider returns to complete the relay.

If a team does not have enough riders in the categories noted above, substitutions may be made as follows:

- Men Elite by Women Elite or Men Under-23 or Women Under-23 or Men Juniors or Women Juniors,
- Women Elite by Women Under-23 or Women Juniors,
- Men Under-23 by Women Elite or Women Under-23 or Men Juniors or Women Juniors,
- Men Juniors by Women Juniors.

In allowing these substitutions, the principle is that it is better to have more teams competing rather than less.

The starting order of each team and the identity and category of the riders who will participate is decided by the team manager, who supplies this information to the PCP the day before the event at the end of the team managers' meeting. This starting order should be respected and is made public only shortly before the start.

The relay is achieved by physical contact between the incoming and outgoing riders. The outgoing rider must be stationary at the time of contact. Should an incoming rider have a "near miss" and not make physical contact with their team-mate in the exchange zone, that rider should return to their team-mate (taking care not to interfere with other riders who may be entering the exchange zone) to effect the relay. The PCP should be positioned in the exchange zone during the race to witness the relays (if possible one or more other Commissaires should assist).

For the relay, boxes are constructed using fences, with one side of the fence for incoming riders and the other side for outgoing riders. For UCI World Championships, the boxes are allocated according to the previous year's result. This arrangement of fences is usually called "the exchange zone".

Feeding and technical assistance is allowed during team relays.

#### 4.5.1.10. Cross-Country Eliminator (XCE)



**ARTICLES 4.2.010 to 4.2.013**, and Annexes 5 and 6 of the UCI MTB Regulations, describe the technical aspects of XCE races. The race is held over a short course, 500m to 1,000m in length, with the start and finish separated in order to accommodate the fast pace of the event. Passing room is important, so single track is generally avoided. However, the course can be very technical to create interest, incorporating such obstacles as stairs (up or down), drops or bridges.

The format of XCE races is similar to that of 4X. Riders first complete a qualifying individual time trial on the course, the results of which are used to seed the heats. Either the best 32 riders (8 heats of 4 riders) or best 36 riders (6 heats of 6 riders) qualify for the main event, based on the results of the time trial.

As with 4X, the riders' numbers for the time trial begin at either 33 or 37 (depending upon whether a 32- or 36-rider main event is chosen), and numbers 1-32 or 1-36 are assigned to the riders who qualify for the main event, in order of the time trial results from fastest to slowest. Within each heat, the order in which riders choose their place on the starting line is determined by number plate, from lowest to highest.

For a 36-rider main event, the best two riders of each six rider heat advance to two six-rider semi-finals (best two riders of heats 1-3 advance to semi-final 1 and the best two riders of heats 3-6 advance to semi-final 2). The 1st, 2nd and 3rd place riders in each semi-final then advance to a "big" final, while the 4th, 5th and 6th placed riders from each semi-final advance to a "small" final.

For a 32-rider main event, the best two riders of each four-rider heat advance to the next round, the quarter-finals (four heats of four riders). The best two rider riders from each quarter-final then advance to the semi-finals (two heats of four riders). The best two riders from each semi-final advance to a "big" final and the 3rd and 4th placed riders from each semi-final advance to a four-rider "small" final.

Places 1-6 (or 1-4 for a 32-rider main event) are determined by the outcome of the big final, 7-12 (or 5-8 for a 32-rider main event) from the outcome of the small final. The next places are given to riders DNF or DNS in the semi-final. Other placings are assigned to riders by the round reached, then by the rider's classification in their heat and then by their race number. DNF riders are always classified before DNS; in case of multiple DNF or DNS in the same round, the tie-breaker is always the race number.

DNF or DNS riders in the 1st round of the main event are listed without classification. All DSQ riders are also listed without classification. Riders who do not qualify for the main event are not listed in the final classification.

For a 36-rider main event, if fewer than 18 riders complete the qualifying round, the first round of the competition will be the semi-finals. For a 32-rider main event, if fewer than 24 riders complete the qualifying round, the first round of the competition will be the quarter-finals.

In all cases, if fewer than 12 riders are entered for the qualifying round, the competition will not be held.

The race order during the main event is always as follows:

- Men Elite until the equivalent Women Elite round is reached, then the first Women's round is run,
- Women finals: Women "small" final then Women "big" final,
- Men finals: Men "small" final then Men "big" final.

Intentional contact by pushing, pulling or other means that causes another competitor to slow down, fall or exit the course is not allowed and results in the disqualification of the originator. The Commissaires' panel can also decide to relegate a rider to a different position than his or her actual finish position in that heat.

#### NOTE

Riders who are DNF, DNS or DSQ in the semi-finals cannot enter the "small" final.

A start grid is drawn on the ground and riders line up next to each other on the starting line, each with one foot down (although holders are used in some World Cup events). The riders in each heat choose their start position in the order of their race number.

The key points regarding sporting control of XCE races are:

- **The start:** Riders must start at the same time and not before the start signal (whistle or gun). The most appropriate penalty for starting early is relegation. A Commissaire should be appointed as the start Commissaire and given sole responsibility for issuing the start signal and judging the start.
- **Conduct during the race:** Riders must not intentionally block, otherwise impede or interfere with each other as described above. Usually the penalty for such an offence is disqualification. However, in some cases, relegation may be more appropriate (for example, when deliberate interference only occurs between two riders and not the entire group of riders racing, such as during an irregular sprint at the finish). Commissaires should be placed at strategic locations around the course to observe the riders' behaviour.
- **The finish:** The finishing order of each heat is the order that the riders cross the finish line.

As with 4X, the best location for the PCP to watch the race is in the TV Production Unit (if the event is televised, such as during a World Cup). Failing this, a position at the finish line allows the PCP to act immediately if an incident is reported by one of the Commissaires positioned around the course. In most XCE events, it is unlikely that there is a single location on the course where the PCP can see most (or all) of the race.



#### LEARNING OUTCOMES

##### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite National Commissaires and International Commissaires should be able to:

- Explain the race course and duration parameters for various types of XC race.
- Describe the finish area setup for XC races.
- Explain the XCR race format.
- Explain the XCE race format.
- Explain how XCS races are run, and how the GC and team classification are drawn up.

**4.5.2.**  
SPECIFIC CHARACTERISTICS OF DOWNHILL (DH) RACES

**4.5.2.1.** DHI: Course

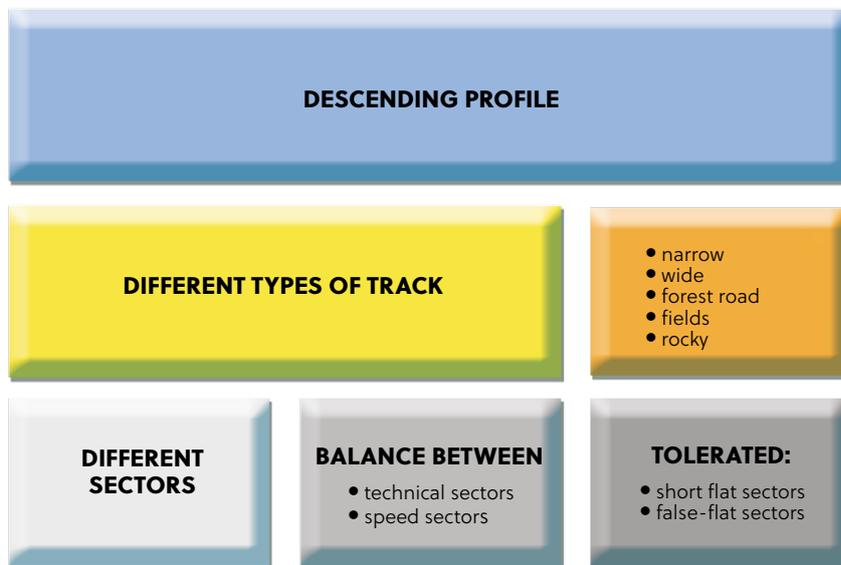


DIAGRAM. DH course



The course for a DH race must present a descending profile and differing types of track: narrow and wide tracks, forest road, fields, rocky sections, etc. There should be a good balance between technical sectors and speed sectors. It is important to stress that DH courses should be designed to test the technical capabilities of riders more than their pedalling ability. Uphill sections should not be part of a DH course (although very short flat sections or false-flat sections can be tolerated).

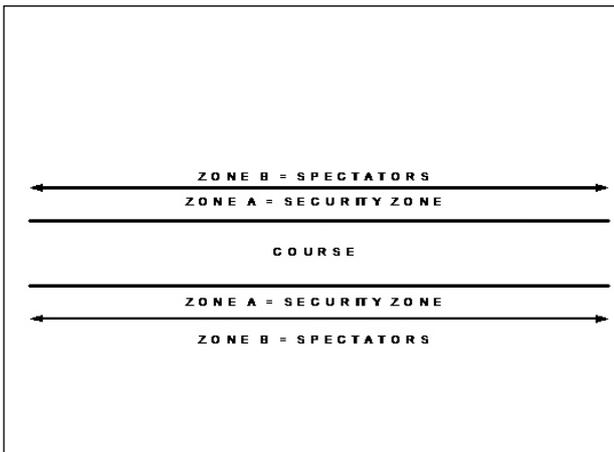
The course length and duration must be within the regulations (**ARTICLE 4.3.006**). Only the MTB Commission may grant permission to hold an international race on a course where the duration will be shorter than the time allowed in the regulations. DH courses should be separate from other courses at the venue. If it is impossible to separate the courses, the times of the races and training periods should be different for DH, XC and 4X. In exceptional circumstances, if no other solution is possible, it may be feasible to temporarily shorten the DH course to the point just before the other course crosses it, as long as there is sufficient time to practice on the full-length DH course. However, this is a last resort.



DH courses must be marked according to the UCI Regulations (or national regulations, if applicable). Straw or hay bales cannot be used to delineate the course. The organiser must use poles that do not present a danger to the riders in the case of crashes. Generally, poles should not splinter if a rider should crash and land on the pole (such as can be the case with wooden poles). Also, poles should be angled away from or downhill from the course; in this way, if a rider lands on a pole, it is unlikely that he or she will be injured. In areas dangerous to the public, the organiser must use special course marking, i.e. the A and B zone system (see diagram and pictures).



EXAMPLE. A and B zone



EXAMPLE. Security zone



EXAMPLE. Spectators



In dangerous areas, spectators must stand away from the course. Zones A and B must be respected under all circumstances. Only duly authorised photographers and camera operators may stand in the A zone, as well as authorised organisation staff (e.g. course marshals) and Commissaires. At major events such as World Cups and World Championships, authorised photographers and camera operators will be issued with media vests bearing the UCI logo. In any case, if a photographer or other accredited person is acting in a dangerous manner or is in a dangerous position, all Commissaires have the authority to demand that they move to a different location, or in extreme cases, have them removed, or at least temporarily confiscate their accreditation.

### THE START AND FINISH AREAS

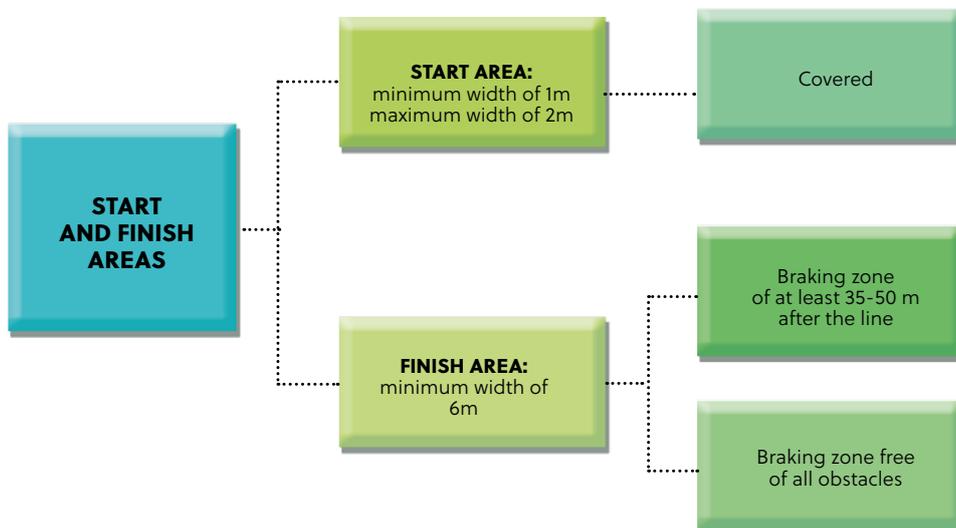


DIAGRAM. DH start and finish areas

#### START AREA

The start area must be at least 1 metre and no more than 2 metres wide.

The start area must be covered and the ground should feature a non-slip surface; a handrail must be installed.

A flat area should be available near the start where the riders can warm up.

#### FINISH AREA

The finish area must be at least 6 metres wide.

There should be a braking zone of at least 35 to 50 metres in length after the finish line. This braking zone must be free of all obstacles.

The finish area must be completely cordoned off from the public and offer adequate protection.



The best design for the finish area is in the form of a bowl, with the minimum distances above respected. However, if the finish area is on a downhill slope, then more space may be needed, and in extreme cases, crash protection. Furthermore, the bowl should be designed so that riders must slow to a near or complete stop before exiting. The hot seat is normally positioned to the side (out of the way) and near the exit. An area for the media is generally placed at the back of the bowl along the exit corridor. An area is normally reserved for team managers along the side of the bowl next to the hot seat.



*Yellow = Stopping zone  
Orange = Managers  
Red = Media  
Blue = Hot seat*

#### 4.5.2.2. DHI: event format

The present regulations (**UCI REGULATIONS PART 4, CHAPTER 3**) allow for two different types of downhill competition. They are:

##### 1. DHI (DOWNHILL INDIVIDUAL)

A single run format must be used. This involves either:

- a qualifying run, also called the qualifying round, following which a predetermined number of riders (established by the event's specific regulations) are admitted to the final. The fastest rider of the final is declared the winner (this system is used for the World Cup).
- a seeding run that determines the start order for a single run in which the rider with the fastest time wins.

##### 2. DHM (DOWNHILL MARATHON)

These mass start events are composed of:

- a qualifying round – a time trial where a number of riders qualify for the final (the number of riders to qualify is stated by the organiser in the technical guide), this qualifying round also serves to determine the start order of the final.
- a marathon downhill (mass start downhill), where the riders assemble in the start order and start the race as a group (like an XC event).

The organiser must provide detailed information on the event in the technical guide.

In all cases, a failure to start in the seeding run or qualifying round means that the rider concerned will not be allowed to start in the final.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite National Commissaires and International Commissaires should be able to:

- Describe various course parameters for DHI races.
- Describe the layout and placement of A and B zones as well as the people authorised to enter the A zone.
- Explain the various DHI event formats.
- Explain how riders more than 100% slower than the first established time are dealt with in the results of international races.

### 4.5.3. SPECIFIC CHARACTERISTICS OF 4X RACES

#### 4.5.3.1. 4X: course

4X is an elimination event between four riders, starting side by side, on the same descending course. The nature of the race sometimes involves unintentional contact between the riders. Such contact is tolerated if, in the view of the Commissaires, the rider has respected the spirit of the race and the principles of fairness and sportsmanship regarding other competitors.

A qualifying round must be held, preferably on the same day as the main race.



**ARTICLES 4.4.014 – 4.4.020** of the UCI MTB Regulations describe the layout and design of 4X courses.

Important points to consider:



- The **placement of the "gates"**: These are slalom-type gates (triangular flags with two poles, one long and one short, to fix them to the ground). The purpose of these gates is to define the path along the course that the riders must take, along with white lines, marking tape and fences. Generally gates are used to close off the inside of each corner. This is done to stop riders taking a short-cut across the corner and make it more difficult for riders to "t-bone" each other. The gates should be placed by the technical delegate before the first training period. The TD watches the lines that riders take through the course during the first practice and then makes any necessary adjustments before the next practice. If there is no TD at the 4X race, this responsibility falls to the PCP in collaboration with the organisation representative responsible for the 4X course.
- It is important to verify that the **starting gate** functions properly before the practice begins. Each practice session should include some time using the starting gate so that the riders become accustomed to it.
- The Commissaires should **walk the course** as a team at some point before the competition (when the course is closed) in order to identify possible trouble spots during the racing and to decide on the Commissaires' positions around the course. It is also valuable for at least some of the Commissaires to monitor practice sessions to gather information in this respect.
- When setting up the start area, it is wise to use barriers or fencing to **control access to the starting gate/ramp**. This helps to keep control of this important area during the competition.

#### 4.5.3.2. 4X: qualifying round



Each rider must complete a timed qualifying run on the course. Any registered rider who fails to participate in the qualifying run will not be allowed to participate in the final. The riders start the timed qualifying run in the order of the start list. The number of riders entered in the competition determines how many qualify from this initial round (as per UCI Regulations **ARTICLE 4.4.005**).

**4.5.3.3. 4X: final round**

Once the qualifying round is finished, the handlebar number plates are changed. The start Commissaire should have a cutter of some kind to facilitate this procedure. The numbers are assigned in order, beginning with number 1 for the rider who had the best qualifying time, and so on. During each heat, the riders choose their position on the starting gate in order of the lowest race number (better time in qualification) to the highest number. The start is conducted by means of an automated system provided by the electronic timing service provider.

Should the start gate fail, the PCP will decide whether the race should go ahead in consultation with the technical delegate and organiser.

The formula for participation in the rounds after qualification is based on qualifying times in accordance with the regulations. This ensures that the riders with the best and second-best times in the qualifying rounds do not race against each other before the final.

The president of the Commissaires' panel is in charge of the 4X race. However, the PCP may request that someone on the panel with more experience in 4X preside over the race.

**LEARNING OUTCOMES****ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES**

Elite National Commissaires and International Commissaires should be able to:

- Explain the 4X course parameters and event format.

#### 4.5.4. OTHER SPECIFIC CHARACTERISTICS

##### 4.5.4.1. Specific characteristics of the Mountain Bike World Cup



The regulations governing Mountain Bike World Cup events are found in Part IV of the UCI Regulations, specifically **ARTICLES 4.5.001 to 4.5.037**. Commissaires should be aware of certain special features of World Cup events, including:

- **Race entry:** while most international MTB races have no specific entry requirements, entry to World Cup events is limited, depending upon the category. World Cup entry is open to members of UCI Elite MTB teams, UCI MTB teams and national teams. The specific details are described in **ARTICLE 4.5.003**. Furthermore, entry is only possible via the UCI online registration system by either the UCI team or National Federation of the riders concerned. Direct entry with the organiser, acceptable for other events, is not allowed.
- **XCO event start order:** as per **ARTICLE 4.5.015**, start order is by category, determined according to the top 16 of the most recent World Cup ranking, followed by riders in the most recent UCI ranking and then by drawing lots.
- **DHI event start order:** as per **ARTICLE 4.5.021**, the start order in the qualifying round or seeding run is determined first using the most recent World Cup ranking (top 80 Men Elite, top 15 Women Elite and top 10 Men/Women Juniors), then by UCI ranking and then by drawing lots (elite riders only). For Juniors, unclassified riders are started by rotation, according to the system described in the regulation. All the Junior Women who started in the seeding run are qualified for the finals.
  - The best 80 Men Elite, 15 Women and 20 Men Junior qualify for the final (as per **ARTICLE 4.5.027**) from the qualifying round or seeding run, in addition to the protected top 20 Men Elite and top 10 Women Elite in the most recent World Cup ranking, who automatically qualify for the final even if they do not place in the top 80 (Men Elite) or top 15 (Women Elite) in the qualifying round (see **ARTICLE 4.5.031**).

##### 4.5.4.2. Specific characteristics of continental championships

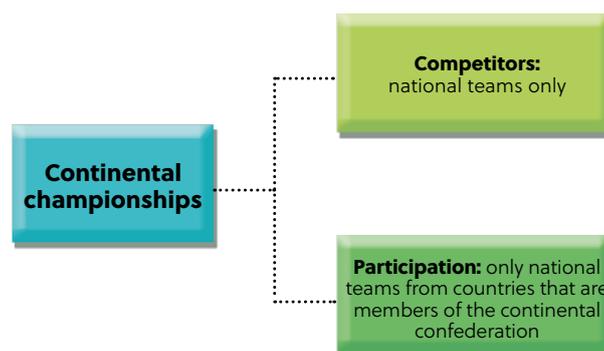


DIAGRAM. Specific characteristics of continental championships

The special regulations governing continental championships are found in Part X of the UCI Regulations. Continental championships are generally run in the same way as races on the international calendar, with the following special features:

1. As with the World Championships, the continental championships are contested solely by national teams. As a result, all riders participating must wear the national team uniform (jersey and shorts for XCO and jersey for DHI and 4X). This includes national and world champions – they must wear national team jerseys in continental championships.
2. Only teams from countries that are members of the continental confederation hosting the championships are eligible to participate. So, for example, a team from Canada would not be allowed to participate in the European MTB Championships.

Also, the UCI appoints the PCP and a technical delegate for the MTB continental championships, whereas the CADF appoints the Doping Control Officer. The UCI may also opt to appoint some or all of the other members of the Commissaires' panel.

#### 4.5.4.3. Specific characteristics of World Championships

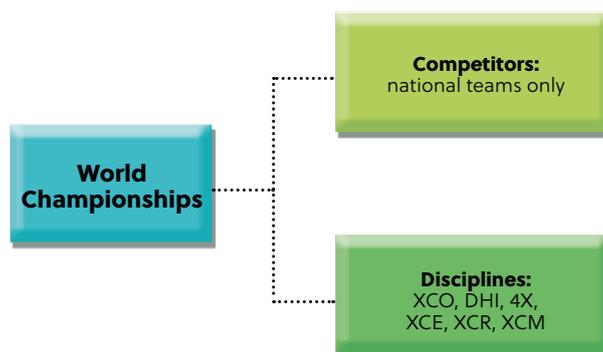


DIAGRAM. Specific characteristics of World Championships

The regulations governing the World Championships are found in Part IX of the UCI Regulations.

Special regulations that apply to the World Championships include the following:

1. World Championships are contested by national teams only. As a result, all participating riders must wear the national team uniform (jersey and shorts for XCO and jersey for DH1 and 4X).
2. The specialties and titles recognised at MTB World Championships are described in **ARTICLES 9.2.030 and 9.2.031**.
  - In summary, the specialties recognized are: XCO, DH1, 4X, XCE, XCR and XCM. Typically the World Championship events of all specialties except XCM are held at the same time, although the gravity specialties and non-marathon XC specialties have been held on consecutive weekends since 2012.
3. The number of riders that each national team can enter for each specialty and category depends upon the ranking of that nation in the specialty and category concerned. This information is found in **ARTICLES 9.2.034 and 9.2.035**. The method used to determine the nations ranking is found in **ARTICLE 9.2.036**.
  - Generally, each nation may also enter 2 "reserve" riders for each specialty and category.
  - The riders who will take the start (whether the riders initially nominated or one or more of the reserves) must be confirmed to the Commissaires' panel no later than noon on the day before the race for the specialty and category in question (as per **ARTICLE 9.2.007**).
4. Except in cases of an act of God, National Federations (and riders) who are confirmed to participate in a World Championship are obliged to take part. The only acceptable excuse for a rider not to start is being deemed medically ineligible by the UCI doctor appointed for the World Championship in question. Should a rider who is not so excused fail to start, a significant fine is applied. **ARTICLES 9.2.005 and 9.2.008** apply.

#### NOTE

Confirmed means that the licence and passport have been shown and the race numbers have been collected.

5. The race start order (call-up order for XCO events) for each specialty and category at the MTB World Championships is described in **ARTICLES 9.2.038 – 9.2.040**

For each MTB World Championship, the UCI appoints the PCP, the members of the Commissaires' panel, the technical delegate(s), a UCI doctor and the Doping Control Officer.

4.5.4.4. Specific characteristics of the Olympic Games

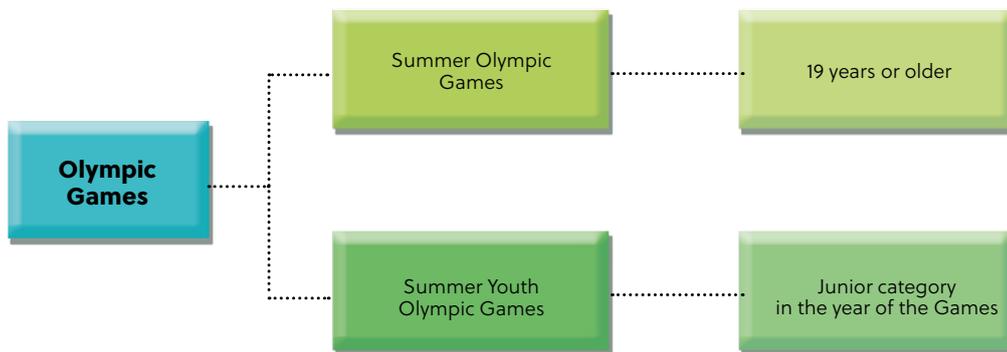


DIAGRAM. Specific characteristics of Olympic Games



The special regulations governing the cycling disciplines that are part of the Olympic Games are found in Part XI of the UCI Regulations.

As of 2010, the UCI has participated in two different versions of the Olympic Games: the Summer Olympic Games and the Summer Youth Olympic Games. As with World Championships, the Olympic Games are only contested by national teams. Therefore, the riders must wear the official Olympic uniform (jersey and shorts) of their National Olympic Committee.

 Participants in the Olympic Games must be 19 or older in the year of the Games. Participants in the Youth Olympic Games must be in the Junior category in the year of the Games (**ARTICLE 11.1.003**).

As with the World Championships, there is a time limit by which national teams must confirm the riders who will start the race to the Commissaires' panel. For the Olympic MTB events, this deadline is noon on the day before the race in question (**ARTICLE 11.1.002**).

The mountain bike competitions of the Olympic Games shall be run according to UCI Regulations for XCO events. However, all competitions in the Olympic Games are also subject to the regulations of the International Olympic Committee (IOC) which mainly concern the ethical responsibilities of participants and issues concerning manufacturers' branding of clothing and equipment.

The UCI appoints the technical delegate, UCI doctor and International Commissaires for the Olympic Games. Doping control at the Olympic Games comes under the responsibility of the IOC.



**LEARNING OUTCOMES**

**ELITE NATIONAL COMMISSAIRES**

Elite National Commissaires should be able to:

- Describe the jersey and shorts that must be worn at continental championships and World Championships.

**INTERNATIONAL COMMISSAIRES**

Additionally, International Commissaires should be able to:

- Explain the specific characteristics of World Cup events.
- Explain the specific characteristics of continental championships.
- Explain the specific characteristics of World Championships.
- Explain the specific characteristics of the Olympic Games.



**WHAT TO DO**

- When appointed as a Commissaire to one of these special types of competitions, always ensure that you review the most recent regulations before arriving at the event. These regulations may change from year to year.

## 4.6. RACE INCIDENTS

One of the main jobs of the Commissaires is to deal with any race incidents that might occur during the event. As far as the riders (or other licence holders) are concerned, **ARTICLE 12.1.010** of the regulations defines race incidents:



### UCI REGULATIONS – 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.



However, race incidents can also be defined as any sort of exceptional circumstance affecting the race – for example, suppose an XCM course passes over a level crossing; if the barriers were to close during the event due to a train passing, this would also qualify as a race incident. Basically a race incident is any sort of behaviour or circumstance that occurs which is not considered a normal part of the race, or which infringes upon an article of the regulations or technical guide.

The process used by the Commissaires to make decisions concerning race incidents is the following:

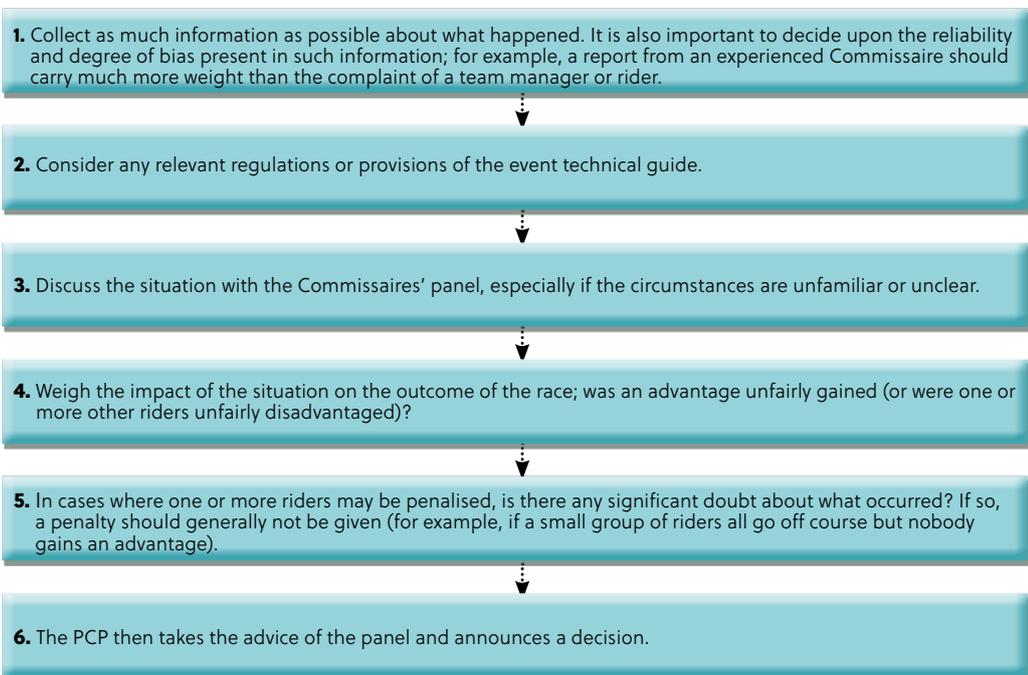


DIAGRAM. Decision-making process in the case of race incidents

In all cases, it is important that the Commissaires' panel makes a decision, issued through the PCP. The fundamental task of the Commissaires' panel is to interpret the race situation and make an appropriate decision that considers any relevant regulations while taking into account the advantage gained (if any).

In practice, the PCP is ultimately responsible for deciding on race incidents with input from the members of the Commissaires' panel. Many race incidents are fairly commonplace and the resulting procedure or penalties are well known to all. Thus if the PCP receives a report from a Commissaire or witnesses a race incident, he or she may often decide upon a course of action without the need to debate the incident with the Commissaires' panel.

A good example of this is deciding whether or not a rider leaving the official course should be disqualified (the determining factor is whether the rider gained an advantage or not). However, if the circumstances of the incident are unusual, the Panel should definitely be consulted.

 As per **12.2.005** and **12.2.006**, the Commissaires' panel may pass judgment on any offence of which it becomes aware up to the moment that the Panel disbands. However, the Commissaires may judge the matter only if the offending party has had a chance to defend his or her point of view or if, being present when summoned, fails to respond.

 As per **12.2.007**, decisions handed down by the Commissaires' panel are final and not open to appeal.

In practice, these three articles give the Commissaires' panel the authority (and responsibility) to apply penalties should he/she become aware that it is necessary to do so, up until the Commissaires leave the venue after the race. This even applies after the results are declared final, providing that the offender can still be notified (e.g. suppose evidence of an incident normally requiring the disqualification of a rider is discovered after the podium ceremony). In such a case, the results would have to be adjusted and published again along with a communiqué describing the circumstances of the penalty.

#### 4.6.1.

#### SHORTCUTTING THE COURSE



One of the most basic race incidents that can occur in any mountain bike race involves not completing the full distance of the course. There are many ways this can occur. Some examples are:

A rider taking a wrong turn during an XCM race and not completing the full race distance.

A DHI rider cutting a corner where the course tape has been broken.

A 4X rider not completely passing around one of the "gates" on the course.

An XCO rider crashing and not returning to the course at the point where he or she left it.

DIAGRAM. Possible shortcuttings

The key factor in whether or not to disqualify such riders is to decide whether the act of a rider leaving the course and not returning to the same point from which he or she exited gave the rider an advantage (except for 4X, where the procedure for missing a gate is specifically described by the 4X regulations).

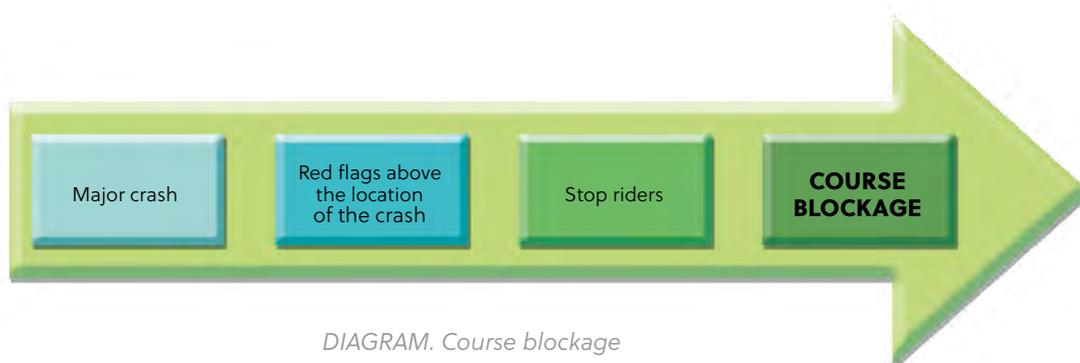


Generally, **ARTICLE 4.1.035** of the UCI Regulations applies in this type of situation.

#### 4.6.2. COURSE BLOCKAGES

Course blockages can occur in several different ways in mountain bike races. The response of the Commissaires depends upon the type of race and the nature of the blockage.

The most common kind of course blockage that MTB Commissaires have to deal with occurs when there is a major crash during a DHI race. When this happens, the PCP orders the red flag marshals above the location of the crash to wave their red flags. This should cause the riders affected to stop racing and proceed to the finish line to ask for a restart. This procedure is a normal part of DHI races.



Less common types of course blockages that might occur include:



- An XCM course passing over a level crossing.
  - See the "level crossing procedure" in the Road section of the UCI Regulations (**ARTICLES 2.3.034** and **2.3.035**). Note that in order to execute this procedure, the Commissaires must be aware of the level crossing and plan to have a member of the panel stationed there until at least the main part of the field has crossed the railway tracks.
- A sudden unforeseen course blockage, such as a quickly rising river, a collapse of some part of the course or a political demonstration.
  - All that can be done is to respond to the situation according to the particular circumstances. In such situations, if the riders are stopped, then the race is usually neutralised. In the case of a point-to-point race, it would probably mean that the race would be cancelled. In most cases, it probably will not be possible to restart the race.
  - Some time may pass between the event that leads to the course blockage and the Commissaires becoming aware of the exact circumstances.

**4.6.3.**  
VARIOUS INFRINGEMENTS

There are many possible ways that riders or other licence holders could violate the UCI or NF regulations, or the specific regulations of the technical guide.

Some such infringements are specifically punished by the UCI Regulations, while others are not. It is generally left to the Commissaires' panel to weigh up the circumstances and then decide on an appropriate penalty, if any.

Some examples of common infringements and the appropriate (or required) penalty follow.

TABLE. Various infringements

INFRINGEMENT	SANCTION
Rider turns around on the course to return to a recently passed feed/technical assistance zone.	As per <b>ARTICLE 4.2.044</b> , the required penalty is disqualification.
A team staff member runs beside one of his or her riders in the feed/technical assistance zone.	Possible penalties range from a verbal warning for the staff member, a fine, all the way up to having the offending staff member removed from the feed/technical assistance zone and accreditation taken away. Which of these options is chosen depends upon the severity of the offence, whether or not it interfered with any other teams and, perhaps, whether or not it is a first or repeat offence.
A team staff member or any other person is found to have provided technical assistance to a rider outside the feed/technical assistance zones.	As per <b>ARTICLE 12.1.040 – POINT 51</b> the required penalty is disqualification.
A rider cuts the handlebar number plate without permission.	Normally, a small fine is applied (as per <b>ARTICLE 12.1.040</b> ), although a warning could do instead if the offence is not severe.
A rider, manager or other licence holder fails to obey the instructions of the Commissaires.	Normally, a fine is applied (up to 200 euros, though the amount depends on the circumstances).
A rider arrives in the call-up box wearing a radio ear-piece or using any other illegal equipment (e.g. compression leggings).	Start refused unless the offending equipment/clothing is removed. If it is noticed after the fact (e.g. in a feed zone or at the finish line), then disqualification is appropriate.

**REASONS FOR IMMEDIATE DISQUALIFICATION:**

- Obstruction and dangerous behaviour by a rider.
- Assault on a rider, official or third party.
- Rider deliberately taking a short cut.
- In the event of an accidental departure from the course, the rider not returning to the course at the point where he or she left it, if the PCP is certain that the rider gained an advantage in this way.
- During a sprint, a rider pulling a competitor's jersey or making a competitor fall.
- Rider removing helmet during event.
- Irregular material assistance.
- Irregular repairs.
- Rider alters the course.

**NOTE**

Other situations may lead to disqualification.

There are many different types of incident that can occur at any time, but vigilance and rapid intervention can limit the number of infringements.

Also, a clear discussion of issues during the team managers' meeting can limit the number of "dangerous" situations and help prevent infringements.

#### 4.6.4. STOPPING OR NEUTRALISING THE RACE



Unfortunately, exceptional race situations can sometimes lead the Commissaires, in consultation with the event director, to stop, neutralise, restart, or cancel the event. The standings at the moment the race was stopped may be considered as final.

These extreme situations may occur for a variety of reasons that may or may not be predicted, such as:

- The course becoming unusable due to sudden severe weather.
- Various events or demonstrations blocking the race.
- The safety of the riders no longer being guaranteed for all sorts of reasons (darkness, or immediately dangerous weather such as a severe thunder/lightning storm etc.).
- A lack of medical assistance (e.g. if in a DH race the ambulance and the doctor leave the race to carry a rider to the hospital and medical care can no longer be guaranteed).

The best possible decision must be taken depending on the circumstances. There must always be consultation with the race director and possibly the team managers.

It is important to note that whether or not a race can be immediately stopped depends upon the kind of race. Of course, DHI, 4X or XCE races can be halted immediately and the participants can return to an area of safety or shelter in a very short period of time. However, XC races can often not be stopped immediately or easily. During circuit races, such as XCO events, riders can be stopped from going out on another lap at the finish line; whereas in point-to-point events, a location on the course, perhaps one of the feed/technical zones, can be chosen for this purpose.

Another method for circuit races, if appropriate, is to shorten the event by becoming more aggressive in the application of the 80% rule. This may be a possibility if the conditions are not yet particularly severe but are steadily worsening.

#### NOTE

Commissaires must accept that mountain bike racing is a discipline that takes place in all kinds of weather. Cancellation of a race in progress is only considered if the course becomes suddenly unusable, or if the safety of the participants is put in severe jeopardy by an unexpected event such as a sudden severe storm. Conditions that are merely "unpleasant" are not obstacles to continuing or starting a race. Of course, if the PCP feels that continuing the race subjects the safety of the riders and other personnel to an unacceptably high risk, then he or she should consult with the organiser and technical delegate and stop the race. Better this than bear the responsibility for the possible consequences of not doing so.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES AND INTERNATIONAL COMMISSAIRES

Elite National Commissaires and International Commissaires should be able to:

- Explain what is meant by the term "race incident".
- Describe the process used by the Commissaires to deal with race incidents.
- Describe some reasons why a rider might be immediately disqualified.
- Explain how best to stop or neutralise various types of race.
- Describe some circumstances that might require a race to be stopped.
- Describe how to use the table of infringements (**ARTICLE 12.1.040**) found in Part XII, Discipline and Procedures.
- Explain the role of the PCP in deciding and implementing penalties.



### WHAT TO DO

- Follow a good decision-making process – collect as much information as possible, consult with the Commissaires' panel or other affected parties as time (or the situation) allows and then make a decision.
- Document all decisions and incidents at variance with the regulations of the "normal" running of a race in the race report.
- Be willing to discuss the decisions of the Commissaires' panel with others if asked to do so.



### WHAT NOT TO DO

- Do not make difficult or unusual decisions alone if there is an opportunity to consult with other relevant parties.
- Do not avoid making a necessary decision simply because the outcome might be momentarily unpleasant. As a Commissaire, your role is to fairly arbitrate the race and apply the regulations that are most relevant to the situation.

## 4.7. RADIO PROTOCOL

Radio is an essential, powerful means of communication for running an event; however, whether it is an efficient tool serving all those involved in the race depends on how it is used.



Certain principles need to be respected:

- All radio users must identify themselves in a clear and careful manner.
- There should be no unnecessary use of the radio so that the frequency remains available to relay priority situations.
- Use appropriate, clear and firm language but never be discourteous or demeaning towards the people involved.
- Language – speak in French or English and the local language. Use short sentences, repetition and a slow speech pattern to facilitate understanding among all race followers irrespective of their nationality.
- Relay important information at least twice, calmly and clearly; always ensure that the information has been received.
- During long broadcasts, leave 'gaps' so that any urgent announcement regarding riders or safety can be made.

### NOTE

A channel reserved for the use of Commissaires must be made available.

It is of vital importance that only information related to the event is transmitted over the radio: going 'off-topic' could discredit your professionalism and expertise. Also, to the greatest degree possible, particularly sensitive information should not be discussed over the radio. Instead, it is better to use the radio to coordinate a meeting or mobile phone call so that the details are not broadcast for everyone to hear on an open channel.

## 4.8. MEDIA/PRESS



It should be no surprise that mountain bike events can generate great interest among the media. It is important for Commissaires to know how to deal with the media presence at international races. Media representatives often have access to areas of the race venue not open to the public, such as the start/finish area and sections of the course.

It is also important to realise that Commissaires are participants in events as well as the riders. As such, they can sometimes be the subject of media scrutiny.



Managing the media is normally the task of the technical delegate. Commissaires must collaborate with the TD to prevent dangerous situations that may arise due to the media (in particular photographers can cause problems, either standing in a dangerous place or perhaps following an XCM or XCP event on a motorcycle).

**4.8.1.**

## COMMISSAIRES AND THE PRESS – GENERAL EXPECTATIONS

Firstly, it is important to be aware of how the UCI expects Commissaires to interact with the press. The following information is taken from the “Code of Conduct for International Commissaires”.

**RELATIONS WITH THE PRESS**

- Do not refuse to give interviews (or participate in a press conference if invited), but do not go looking for them either. Make sure you only talk about the technical aspects of the race.
- Watch what you say. In an interview, an International Commissaire is representing the UCI. So he must put over a good brand image.
- If necessary appoint a spokesperson (generally the PCP) and agree, within the Commissaires’ panel, on the lines of argument you want to use.
- The press deserve your consideration: give them information within the framework of the ethics of your job.
- Do not play any part in writing press articles about events on which you are working.

The sports media is necessary for the global promotion and development of cycling as a sport. Allowing media representatives the latitude to showcase the sport without interfering materially in the race is an important aspect of the Commissaire’s job.

Of course, should a media person not follow Commissaires’ instructions, or should he or she behave in a way that could interfere with the sporting conduct of the race, then Commissaires are both authorised (if not duty-bound) to warn this individual or even have their accreditation and access to the race removed.

**4.8.2.**

## PRESS ACCESS TO RESTRICTED ZONES



Accredited media personnel (reporters, photographers and camera operators) are allowed access to restricted zones that are not open to the general public. These zones are well defined and controlled for major events such as the World Championships and World Cups, but may be less well defined for other events.

For major events, the UCI representatives decide which media personnel are to be accredited and allowed access to restricted zones and which are not. Media representatives who are granted access are typically given a UCI media vest, such as those shown on the left. Other media personnel have an accreditation badge only.



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

Elite National Commissaires should be able to:

- Explain the procedures concerning media access to national races held in their country.
- Describe how to work with and monitor the press at international races.

**INTERNATIONAL COMMISSAIRES**

Additionally, International Commissaires should be able to:

- Explain the media bib system used to grant press access to media zones at major events such as World Cups and World Championships.

**WHAT TO DO**

- Ensure that the organiser has set up a press briefing.
- If a photographer or other media person is standing or sitting in a dangerous place along the course, especially in a restricted zone (even one to which they have access), explain the danger and ask them to move. If they refuse, contact the organisation's press officer for assistance.
- Try to accommodate the media as much as reasonably possible; their ability to tell the story of the race contributes to the success of the event.

**WHAT NOT TO DO**

- Allow unaccredited press (especially without the correct media bib as above) into restricted zones to which they do not have access.



## CHAPTER 5 CLOTHING, EQUIPMENT AND IDENTIFICATION NUMBERS

## 5.1. PRINCIPLES



Commissaires are required to check that the riders' clothing and equipment comply with the UCI Regulations in all cases. It is therefore indispensable that Commissaires are aware of the key issues in this respect. This allows them to be attentive and intervene well before riders start a race in order to notify them of any unacceptable.



### PRINCIPLES



- **In general:** the UCI Regulations make licence holders responsible for ensuring that the clothing and equipment that they use presents no danger to themselves or others. Furthermore, the National Federation and the UCI, as well as Commissaires after conducting any equipment compliance tests, are exempt from liability if there are any defects or non-conformities of the equipment used by licence holders after the start of an event. Any checks on clothing or equipment by a Commissaire are merely performed with a view to confirming that the form of the equipment complies with the UCI Regulations. No specific equipment checks of bicycles are conducted as part of the procedures for mountain bike races. However, Commissaires may refuse any equipment that they consider presents a particular safety hazard or that does not comply with the equipment rules for MTB events.



- **Technical innovations:** the UCI Regulations define technical innovation in equipment and clothing as any element not falling within the specifications of the UCI Regulations. For most disciplines – except mountain bike – innovations can only be used with the approval of the UCI. The Commissaires responsible for equipment compliance must refuse the start of any rider using any materials or clothing that do not conform to the UCI Regulations. This is also the case for any equipment that a Commissaire notices is in such poor condition that it obviously presents a danger to that rider or other riders in the race. In general, the concept of a "technical innovation" does not apply to the mountain bike discipline (**ARTICLE 1.3.004**). In principle, MTB is considered to be the "laboratory" of cycling from the point of view of equipment innovation, providing the principles in **ARTICLES 1.3.001 – 1.3.010 ARE NOT VIOLATED**.

## 5.2. CLOTHING COMPLIANCE (ARTICLES 1.3.026 TO 1.3.072)

The UCI Regulations specify both the materials for clothing as well as its appearance. In the face of innovations, over which the UCI is seeking to retain control with the objective of ensuring safety and promoting equity among riders, this section addresses some quite specific subjects. For example, the use of compression clothing in XCO events. Commissaires must be conversant with the UCI Regulations regarding riders' clothing. For the most part, these regulations are found in Part I "General Organisation of Cycling as a Sport" of the UCI Regulations. Further specific clothing requirements for MTB races are found in Part IV "Mountain Bike".

Of particular importance are the articles that describe the duty of national and world champions to wear the distinctive champion's jersey. Specifically:



**ARTICLE 4.2.013** (XCE national and world champions must wear their champion's jersey in XCE events);



**ARTICLE 4.2.070** (XCO world and national champion jerseys must be worn during XCO events and stage races – but not XCM world and national champion jerseys);



**ARTICLE 4.6.007 BIS** (XCM world and national champions must wear their champion's jerseys in UCI MTB Marathon Series races).



Likewise, DHI and 4X world and national champions must wear the champion's jersey (or their team jersey with the left sleeve made to look like the flag of their country, with no advertising on that sleeve).



**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.
- The world champion 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 is at stake.



- Only the reigning world champion may incorporate the rainbow colours on his or her equipment (bicycle, helmet, shoes, etc.).



Correct



Wrong\*

- 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. (\* *Rainbow piping on the short of a former world champion is forbidden*).
- 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. In compliance with the provisions of **ARTICLES 1.3.056 and 1.3.059**, he is not authorized to add the rainbow piping on his national team clothing.



**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 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.



**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 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.



**LEADER'S CLOTHING**

**UCI Mountain Bike World Cup:**

- **ARTICLE 4.5.010:** the rider leading the World Cup standings must wear the leader's jersey in every World Cup event concerned, except in the opening event. In the Men category, if a junior downhill rider is the World Cup leader, he must wear the elite leader's jersey. The junior leader's jersey is not awarded in this case.

**NOTE**

For DHI events, it is important to note that this duty extends to the qualifying run, the final and also the time that the rider is in the hot seat, in the finish area and conducting interviews (e.g. flower ceremonies).

- **ARTICLE 4.5.011:** the colours of leaders' jerseys are determined by the UCI.

**NOTE**

The design of the jerseys may change from time to time. The diagrams included are accurate for the season in which the MTB guide was published. If appointed to a World Cup event, Commissaires should check the equipment section of the UCI website to note any changes.



**ORDER OF PRIORITY (ARTICLE 1.3.071)****NOTE**

For the Olympic Games, World Championships and continental championships, the national team jersey must always be worn, regardless of whether or not the rider in question is currently a national or world champion.

- 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 jersey of a stage race
2. world champion jersey
3. leader's jersey of 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 (in accordance with **ARTICLE 1.3.059**)

**FORM OF CLOTHING (ARTICLE 1.3.033)**

- Garments must not be adapted in any way such that they diverge from their use purely as clothing.
- Riders are prohibited from wearing clothing that has the purpose of improving performance by reducing wind resistance or modifying the rider's physical features (compression, elongation, support).
- It is also prohibited to wear clothing or skinsuits to which non-essential elements have been added with a view to improving aerodynamic properties, such as, for example, "wings" under the arms or an extension between the helmet and the jersey.
- Clothing can only be manufactured from textiles comprising fibres or threads that have the structure of an open-mesh fabric.
- Coatings and surface treatments that "close the mesh" of the fabric are not allowed, except for logos and labels. This rule does not apply to gloves, shoe covers and rainwear.

**HELMET (ARTICLES 1.3.031 AND 1.3.002)**

- A helmet must be worn.
- The helmet must be approved in accordance with the prevailing safety standards, must not have been modified and must not have suffered an impact or been involved in an accident. The rider is responsible for the compliance (safety) of the helmet used.
- Removable components must not be added, although the use of a visor is authorised if specifically designed for use with the helmet. Indeed, as per **ARTICLE 4.3.012** a full-face helmet with a visor is required for DH and 4X events.
- The surface and the material used for the helmet are not regulated. However, all additions are prohibited (including adhesive tape).
- Cameras are not permitted during races (XCO-XCE) and during qualifying rounds and finals (DH-4X); however, the UCI (at the request of the TV production company) may decide to allow helmet cameras for certain riders. In this case, these riders will be specifically selected in advance of the race and their identities made known to the Commissaires.

**IMPORTANT POINTS CONCERNING CLOTHING**

In summary, the following points concerning clothing are particularly pertinent to mountain bike races:

**UCI REGULATIONS – PARTS I AND IV**

General provisions	<b>1.3.026</b> Jerseys, shorts and skinsuits <b>1.3.027</b> Unique appearance of distinctive jerseys <b>1.3.029</b> and <b>1.3.030</b> Distinguishability of jerseys and rain jackets <b>1.3.031</b> Wearing helmets and conformity <b>1.3.033</b> Non-essential and additional clothing <b>1.3.071</b> Order of priority of wearing distinctive jerseys <b>1.3.072</b> Sanctions for clothing infringements
Teams registered with the UCI	<b>4.09.017</b> and <b>4.10.016</b> Approval of team clothing <b>1.3.038</b> to <b>1.3.043</b> Advertising on clothing
Regional and club teams	<b>1.3.045</b> to <b>1.3.047</b> Submission of samples, uniformity <b>1.3.048</b> Advertising on club clothing
Stage race leader's clothing	<b>1.3.051</b> Unique appearance of distinctive jerseys <b>1.3.053</b> Advertising and panel reserved for team sponsor <b>1.3.054</b> Matching clothing <b>1.3.055BIS</b> Leader's jerseys for UCI Cups, circuits and rankings
National team clothing	<b>1.3.056</b> Submission of national jerseys, conformity <b>1.3.057</b> Advertising on national jerseys <b>1.3.059</b> Events in which national jerseys are worn
World champion's clothing	<b>1.3.060</b> Right to use the rainbow colours <b>1.3.063</b> Wearing the world champion's jersey <b>1.3.064</b> and <b>1.3.065</b> Rainbow piping, authorisation <b>1.3.066</b> and <b>1.3.067</b> Advertising on rainbow clothing, approval
National champion's jersey	<b>1.3.068</b> Wearing the national champion's jersey: rights and obligations <b>1.3.069</b> Design of national champion's jersey, approval
Continental champion's jersey	<b>1.3.070</b> Wearing the continental champion's jersey: rights and obligations
Sanctions	<b>1.3.072</b> Applicable sanctions for various clothing infringements
Baggy clothing	<b>4.3.011</b> Tight-fitting clothing in DHI races <sup>1</sup>
Mandatory protective equipment	<b>4.3.012</b> Full-face helmet
Optional protective equipment	<b>4.3.013</b> UCI recommendations

<sup>1</sup>This regulation refers to the jersey and shorts or pants. Riders may, if they wish, wear tight clothing under their baggy jersey and shorts.

**NOTE**

Commissaires do not normally check clothing except for the World Championships and Olympic Games. When checks are made, Commissaires make sure that sleeveless jerseys are not worn, that national team jerseys are worn if appropriate for the competition and category and that national and world champions for the discipline and specialty are wearing the correct jersey.



Team participation in mountain bike races is another factor that must be considered by MTB Commissaires, particularly with respect to the clothing regulations. Members of cycling teams (or clubs), regardless of whether they are regional teams affiliated to a National Federation, UCI MTB teams or UCI ELITE MTB teams, must wear the uniform (jersey + shorts) of their team, unless that rider is obliged to wear a leader's jersey in an MTB stage race or series, a world champion's jersey or a national champion's jersey.

The "Equipment" section of the UCI website has several documents explaining the particular rules concerning rider's clothing and including some pictures. These illustrate the accepted formats for the various types of jersey, including the use of the flag on the left sleeve of DHI and 4X national champion jerseys.

Please acquaint yourselves with the explanatory documents available on the UCI website and refer to the provisions described therein:

Click on "Equipment" in the "Regulations" part of the "UCI" tab [www.uci.ch](http://www.uci.ch).

The screenshot shows the UCI website interface. At the top, there is a search bar and social media icons. Below the UCI logo, a navigation menu lists various cycling disciplines: ROAD, TRACK, MOUNTAIN BIKE, CYCLO-CROSS, BMX, TRIALS, INDOOR, PARA, and EVENTS. The 'MOUNTAIN BIKE' section is highlighted. The main content area is titled 'Equipment' and features a photograph of a person adjusting a bicycle on a repair stand. To the right, a 'LATEST NEWS' sidebar lists several recent articles, including 'France wins third consecutive team relay title' and 'UCI Women's WorldTour'. At the bottom of the page, there is a paragraph of text explaining the importance of equipment regulations in cycling.

## 5.3. EQUIPMENT COMPLIANCE

There are very few limits in MTB concerning equipment and the bicycle in particular.

No formal equipment inspection or measuring of bicycles is conducted at MTB races. Riders are responsible for the condition and compliance of their equipment with the UCI Regulations. However, should a Commissaire notice that a bicycle or equipment does not comply with an aspect of the UCI Regulations (e.g. use of a cyclo-cross bicycle in an XC event; rider attempting to start with what appears to be a radio or mobile phone earpiece) or the bike is in an unsafe condition to ride (in the Commissaire's opinion), then the rider is not permitted to start unless the problem is resolved.



### GENERAL PRINCIPLES

- It is important to emphasise the “primacy of humans over machines”.
- Licence holders are responsible for the equipment they use in competition. The equipment must comply with the prevailing safety standards (**ARTICLE 1.3.001BIS**).
- Equipment must not constitute a danger to the rider or other competitors (**ARTICLE 1.3.001**).
- Competitors and/or team helpers are not authorised to modify equipment from the condition in which it was supplied by the manufacturer (**ARTICLE 1.3.002**) for obvious safety reasons. The act of modifying equipment is also prohibited as it annuls the guarantee in the majority of cases.
- Commissaires are authorised to carry out checks at any time, as considered appropriate, on equipment used in competition, whether during or after an event (**ARTICLE 1.3.003**).



### IMPORTANT POINTS CONCERNING MTB EQUIPMENT

The equipment regulations for MTB races are found in Part IV of the UCI Regulations, namely **ARTICLES 4.1.038, 4.1.039** and **4.1.039BIS**. **ARTICLES 1.3.006 – 1.3.010** also apply concerning the general principles of what is considered to be a “bicycle”.

Elite National and International Commissaires should be conversant with the equipment regulations for mountain bike events:

- The use of tyres fitted with metal spikes or screws is not allowed (**ARTICLE 4.1.039**).
- The types of handlebars allowed. No traditional road or cyclo-cross style handlebars are permitted, nor are handlebar extensions such as those for triathlon or time trial events; however, MTB bar-ends are permitted (**ARTICLE 4.1.039 BIS**).
- The circumstances under which video cameras are permitted (**ARTICLE 4.3.014**).
- The fact that riders are not permitted to use radio links or other means of remote communication at any time (**ARTICLE 4.1.038**).

## 5.4. IDENTIFICATION NUMBERS

Body numbers and handlebar numbers are used to identify the competitors in MTB events. While the body number is affixed to the rider's jersey, the handlebar number is attached to the rider's bike.



### UCI REGULATION

- Unless otherwise specified, the organiser must provide all the equipment required for the organisation of the event, including all timing equipment (**ARTICLE 1.2.035**) and the identification numbers for the riders (**ARTICLE 1.3.075**)
- Unless otherwise stipulated, the number panels and plates shall bear black characters on a white background (**ARTICLE 1.3.074**).
- Riders shall ensure that their identification number is visible and legible at all times. The identification number shall be well fixed and may not be folded or altered (**ARTICLE 1.3.076**).

The teams are provided with the body and frame numbers free of charge. Furthermore, the organiser of a stage race should have sufficient spare numbers available (both body and handlebar numbers) and should supply these to teams upon request or after a certain number of days of the race.

The figures that appear on the body and handlebar numbers should be printed in such a manner that they are clearly visible. The number 7 should have a horizontal bar across it to assist in identification.



**Examples**

BODY NUMBER	FRAME NUMBER
	
DIMENSIONS	
<ul style="list-style-type: none"> <li>• 16 cm wide x 18 cm high.</li> <li>• Numbers 10 cm high.</li> <li>• Thickness of lines comprising the number, 1.5 cm.</li> <li>• Advertising may be authorised in a rectangle of a maximum height of 6 cm on the lower part of the body number.</li> </ul>	<ul style="list-style-type: none"> <li>• 18 cm wide x 18 cm high.</li> <li>• Numbers 8 cm high.</li> <li>• Thickness of lines comprising the number, 1.5 cm.</li> <li>• Advertising (or other acronyms or logos) may be shown in a rectangle of a maximum height of 4 cm on the upper and lower part of the handlebar number.</li> </ul>
MATERIALS	
<ul style="list-style-type: none"> <li>• Tear-proof paper, printed with water resistant ink.</li> <li>• Self-adhesive body numbers are allowed.</li> <li>• Avoid reflective surfaces that can reduce visibility in sunlight.</li> </ul>	<ul style="list-style-type: none"> <li>• Plastic or rigid material.</li> <li>• Material should not present any dangers to the riders. Attachment should not mask the number.</li> </ul>
COLOUR	
<ul style="list-style-type: none"> <li>• preferably black on a white background.</li> <li>• distinctive body numbers on a different coloured background are authorised providing they remain readable.</li> </ul>	<ul style="list-style-type: none"> <li>• preferably black on a white background.</li> </ul>

**NOTE**

The body number is important in MTB races because it makes it much easier for Commissaires to identify the riders (particularly the finish judge when manually recording the results).

If a competitor loses a body or handlebar number, he or she should inform the officials and organiser such that a replacement can be issued as soon as possible. It is obligatory to make replacement numbers available during a stage race.

The failure to use identification numbers or their illegibility (if a rider modifies the number) may give rise to a fine.

Race numbers that are modified or obscured make the officials' work more difficult and can delay the distribution of the results to the media at the event.



## LEARNING OUTCOMES

### ELITE NATIONAL COMMISSAIRES

Elite National Commissaires should be able to:

- Explain the national regulations concerning equipment and clothing for national races in their country.
- Explain the clothing and equipment regulations relevant to international MTB races, as found in Parts I and IV of the UCI Regulations.
- Describe the quantity and design of race numbers issued to riders for MTB races.
- Describe where to find the various publications concerning clothing and equipment on the UCI website.
- Explain the various penalties that may apply for clothing and equipment infringements

### INTERNATIONAL COMMISSAIRES

Additionally, International Commissaires should be able to:

- Explain the difference in how UCI MTB teams and UCI ELITE MTB teams are treated with regards to:
  - Registration fees,
  - F/TA zones,
  - Participation in World Cup events.
- Explain how to check riders' jerseys and shorts for compliance with the UCI Regulations at major competitions such as the World Championships.
- Describe the format and design of the various types of jerseys (World Champion's jersey, national champion's jersey, World Cup leader jersey, national team jersey).



## WHAT TO DO

- Be vigilant for riders with unauthorised equipment and clothing in the race staging area (XC and DH).
- If a rider refuses to remove (or replace) the offending item, do not allow him or her to start.
- During practice (especially DH events) remind riders who are obliged to wear a champion's or national team jersey that they must wear this jersey for the race (seeding or qualifying round and final).



## WHAT NOT TO DO

- Allow a rider to start even if his or her helmet has been modified (hole for radio, visor stuck on, addition of a shield, etc.).
- Allow a rider to start with non-compliant or unauthorised clothing. Bear in mind that if you are not sure of the regulation (e.g. on the size or quantity of advertising allowed), as it is often difficult to be certain on the ground, then it is best to allow the start and subsequently review the situation with the PCP as soon as possible.



# CHAPTER 6 AFTER THE RACE

1

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.

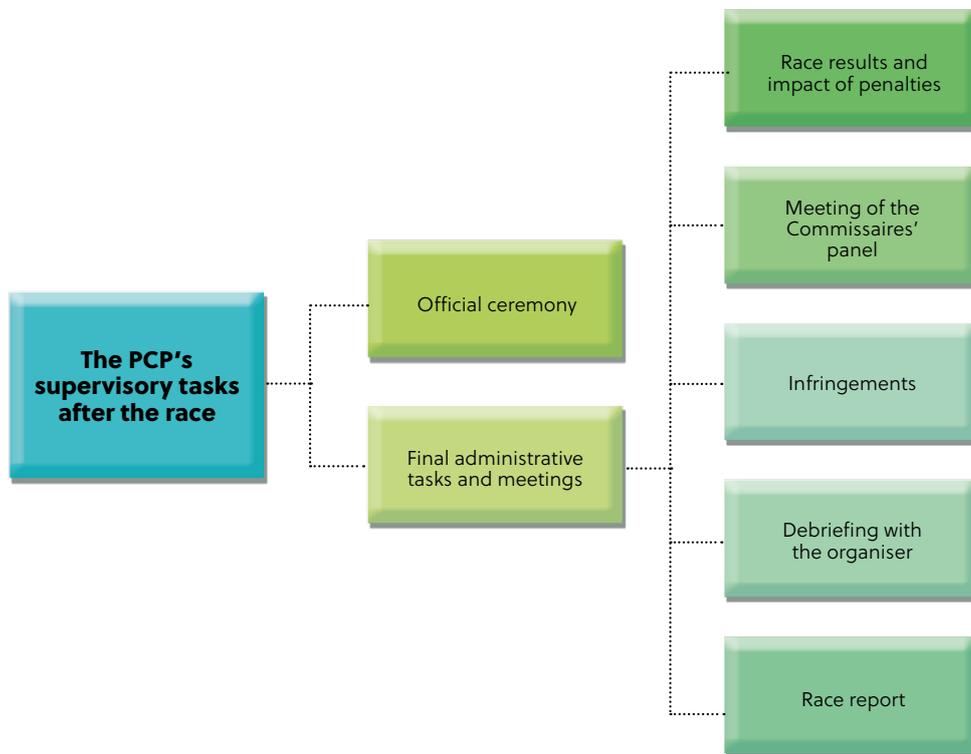


DIAGRAM. PCP's supervisory tasks after the race

## 6.1. OFFICIAL CEREMONY (PODIUM)



The presentation of awards (podium ceremony) is conducted under the responsibility of the 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 highest-ranked riders (or possibly more, as specified in the technical guide) appear in competition clothing – jersey and shorts (or racing pants for DHI and 4X) – 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 general classification of a stage race or series of races, as described in the technical 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 technical guide (or the competition guide in the case of World Championships). For most national and international competitions, the display of helmets, hats or sunglasses by riders on the podium is allowed 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, secretary and finish judge. These include:

- Establishing the results (various procedures).
- Dealing with any remaining infractions of the regulations and applying penalties.
- Dealing with appeals.

### NOTE

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 was run in a manner fair to all participants while respecting the regulations and that the results are correct.

Though formal appeals 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



The results are word processed, using the UCI template, and then the original results are checked by the finish judge. Only then are the results reproduced and distributed by a member of the organisation. As soon as possible but no later than two hours after the end of the event, the PCP has to upload results into UCI Data Ride

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 code of each rider.
- The team of each rider (not mandatory).
- The finishing time of each rider and/or the time gaps, or other information (if relevant for the type of race) indicating:
  - Riders one or more laps down,
  - Did Not Finish (DNF) riders,
  - Did Not Start (DNS) riders,
  - Relegated (REL) riders,
  - Disqualified (DSQ) riders.

Before the results are finalised, the PCP should convene the Commissaires' panel (or at least consult via radio or mobile phone) to examine all Commissaires' reports in case a decision to apply a penalty changes the results. If necessary, the panel hears the reports of officials who have seen race incidents that could be sanctioned.

Before taking 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

More and more often, races are being filmed with digital devices such as mobile phones, tablet computers (e.g. Apple iPad) or digital cameras. Team managers, coaches and spectators all film races. Should there be a controversy surrounding a race, it is almost inevitable that many different videos of the incident will surface.



Commissaires may 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

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 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.

#### 6.2.4. INFRINGEMENTS

If there are any penalties, these are notified in a communiqué published with the results. The PCP draws up a detailed account of the circumstances of certain race incidents; this is attached to the official race report signed by the PCP.

#### IN THE EVENT OF PENALTIES

Ideally, the PCP should inform all relevant parties (rider, team manager, organiser, 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 (indeed, 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 will no longer be considered; indeed, Commissaires' decisions concerning race incidents cannot be appealed.

Penalties must be notified in a communiqué, as per the example below:

*Communiqué n° XXX*

#### DECISION BY THE COMMISSAIRES' PANEL

- *The rider [RACE NUMBER] [SURNAME] [FIRST NAME] [TEAM] [UCI CODE].*
- *Reason for the penalty.*
- *Fine, time penalty, disqualification, etc.*
- *Reference to article number in NF or UCI penalty scale.*

<b>MOUNTAIN BIKE</b>		
<b>Communiqué from the UCI Commissaires Panel n° : _____</b>		
<b>Name of the race:</b> _____		
Class: _____	Format: _____	Category: _____
Place: _____	Date: _____	Time: ____ : ____
<b>Subject :</b>		
<b>The President of the Commissaires Panel :</b>		
Name: _____	First name: _____	
Signature : _____		

*EXAMPLE. Communiqué*

### 6.3. THE RACE REPORT

After the race, the PCP has some 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.

Generally, the 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 penalties.
- The recommendations for improvement given to the organiser.



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**INFRACTIONS CONSTATÉES ET SANCTIONNÉES PAR LE COLLÈGE DES COMMISSAIRES – SAISON MTB 2014**  
**INFRINGEMENTS RECORDED AND SANCTIONED BY THE COMMISSAIRE'S PANEL – 2014 MTB SEASON**

---

Nom de l'épreuve / Name of the event: \_\_\_\_\_

Pays / Country: \_\_\_\_\_

Classe / Class: \_\_\_\_\_

Type d'équipe / Type of team:  Equipe MTB UCI / UCI MTB Team  Equipe nationale / National team

Nom de l'équipe / Name of the team: \_\_\_\_\_

Nom du directeur sportif / Name of the team manager: \_\_\_\_\_

Date	Nom du contrevenant / Name of the offender	Code UCI / UCI code	Infraction (n° d'article) / Infraction (article number)	Montant en CHF <sup>1</sup> / amount in CHF

**N.B. A réception, l'UCI facturera les Equipes et/ou Fédérations Nationales concernées**  
**N.B. Upon receipt, the UCI will invoice the relevant Teams and/or National Federations**

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<sup>1</sup> Il est interdit de déduire les amendes des prix! / It is forbidden to deduct fines from the prize money!

EXAMPLE. Infractions form available on the UCI Commissaires' Extranet

The race report is accompanied by supplementary information, such as the race results, start lists, technical 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. C2 to C1). As PCP you have to check that all the suggestions from the previous year have been implemented; if this has not been done, inform the UCI in your report.

As far as the UCI staff are concerned, the comments made by the PCP are the most important part of the report. These 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 the regulations of their NF.
- 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 Infringements form found on the UCI Commissaires' Extranet.
- Describe how to complete the UCI MTB race report found on the UCI Commissaires' Extranet.
- Explain the responsibilities of the PCP following an international race.



## WHAT TO DO

- Send the results to Infostrada (or your National Federation for national races) as soon as possible after the event is over.
- 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



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.

### ANTI-DOPING CONTROL POST



The doping control station shall be solely used for anti-doping purposes.

- The doping control station must be set up within a specified distance of the finish line.
- 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).

## 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 sample, 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 notification 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 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.

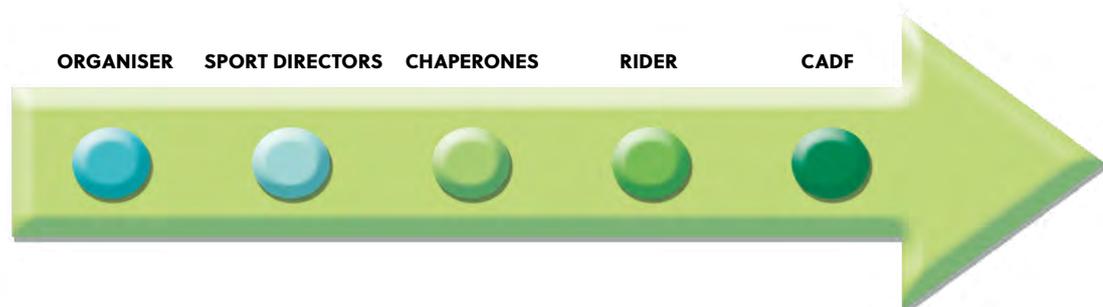


DIAGRAM. Sequence of contacts of a Doping Control Officer



## 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 post.
- 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

The purpose of this chapter is to make Commissaires aware of the environmental protection procedures that organisers may adopt. The following are examples of actions that an organiser may implement to ensure that a cycling event respects the environment. At present, these measures are only recommendations rather than obligations on organisers. As a result, Commissaires only act as observers.

## 8.1. 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.

## 8.2. 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.

### 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.

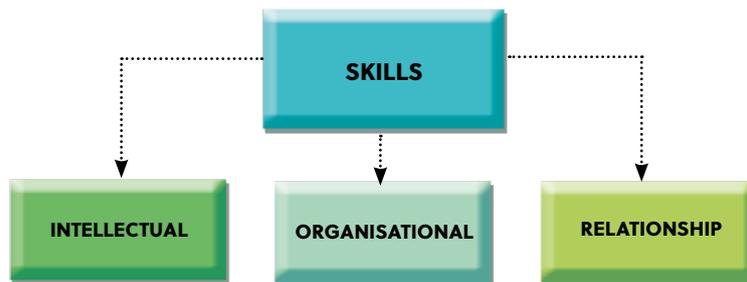


DIAGRAM. The three categories of Commissaire's skills

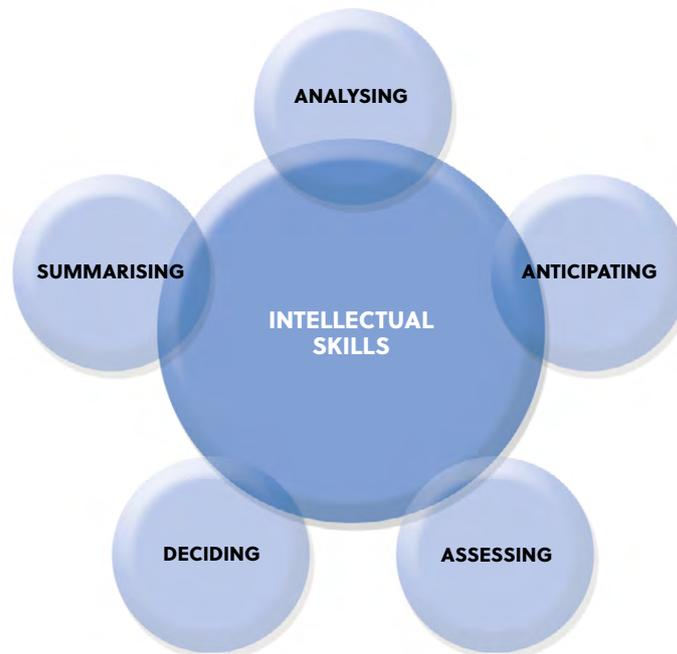
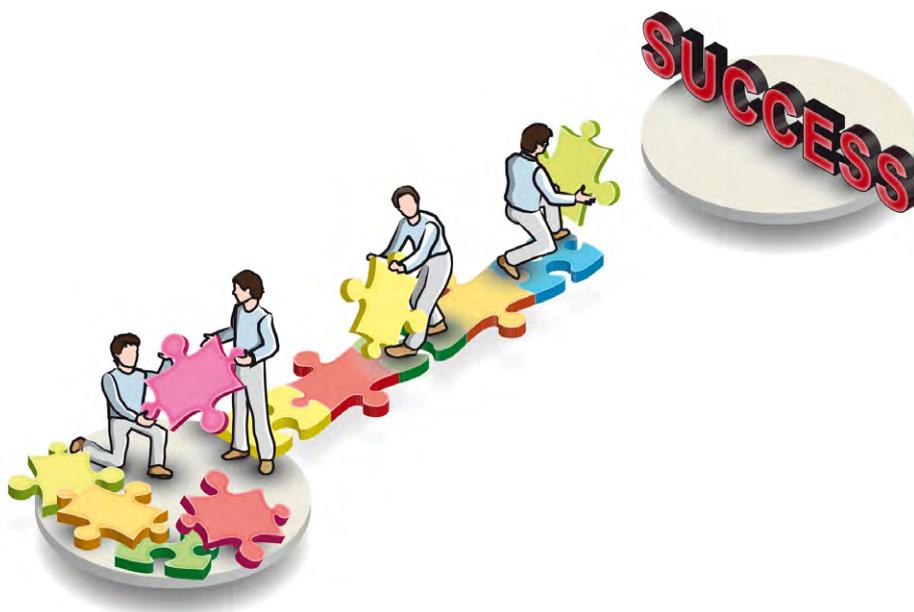
**INTELLECTUAL SKILLS**

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.

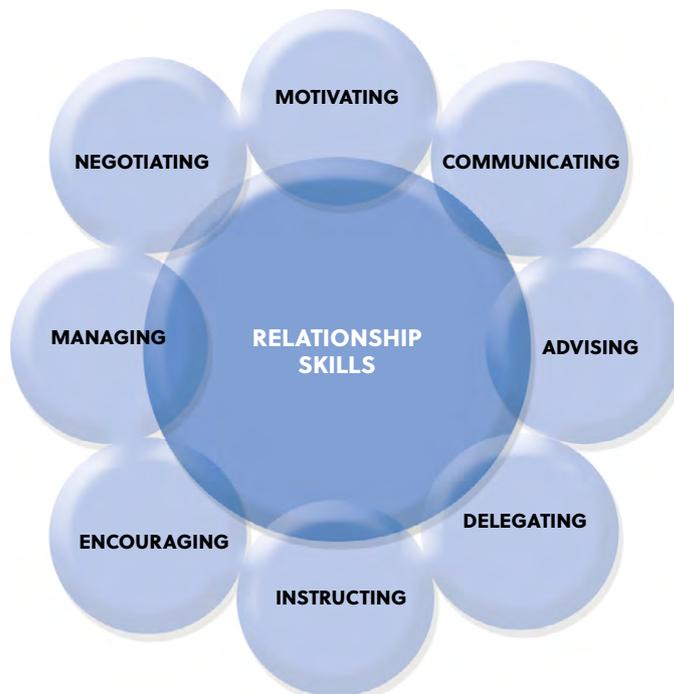
**RELATIONSHIP SKILLS**

DIAGRAM. A Commissaire's relationship skills



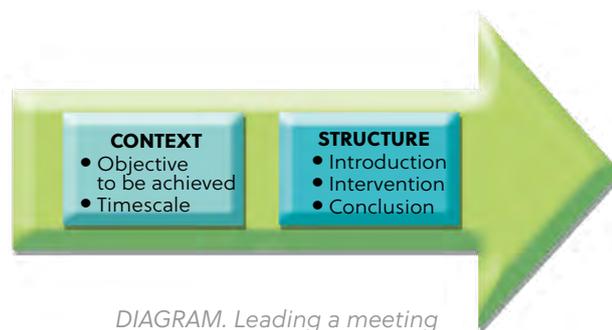
- **Motivating:** boosting the morale of a group of people who come together within a defined framework in order to achieve an objective.
- **Communicating:** encouraging and participating in exchanges that establish clear dialogues. Transmitting information and eliciting responses.
- **Advising:** determining 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

### 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.



### ONE-OFF INTERVENTIONS BY THE COMMISSAIRE

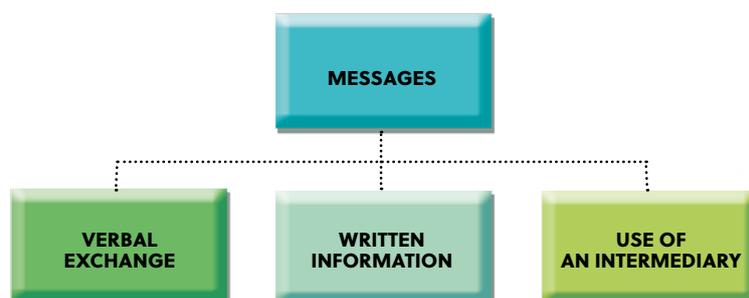
The Commissaire may intervene in the following meetings :

- 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.

### 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.).



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?

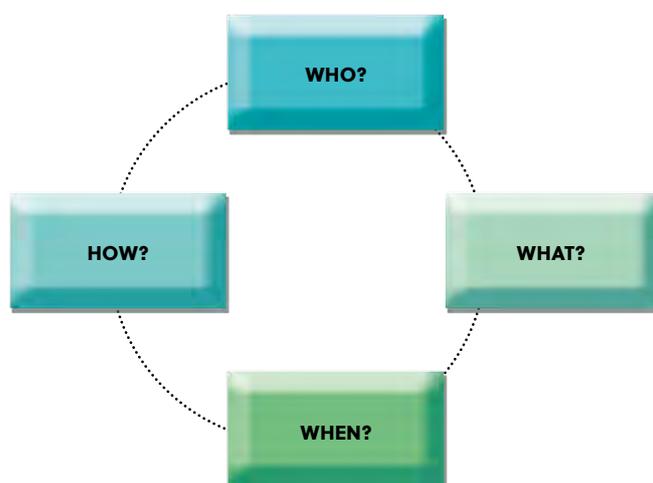


DIAGRAM. Questions to consider before an intervention

## 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.

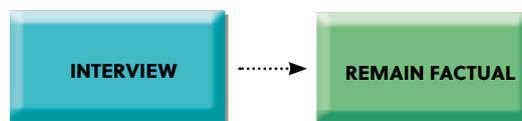


DIAGRAM. Responding in an interview

## 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.

# GLOSSARY

Abandoning - Accreditation - Anti-doping station - Assistant PCP  
 Body numbers  
 Calendar, International - Calendar, National - Cancellation - Categories of rider per race type - Competition - Cross - Country Olympic (XCO) - Cross - Country Marathon (XCM) - Cross - Country Eliminator - Cross - Country Short Circuit (XCC) - Cross - Country Stage Races (XCS) - Chaparone Chicken line - Chief Doctor - Class of event - Commissaires - Continental federation  
 Continental championships  
 Disqualification (DSQ) - Distance signs - Doping Control Officer (DCO) - Double track Entry fees  
 Feed and technical assistance zone (FTA zones) - Final, big - Final, small Fine (monetary) - Finish Judge - Finish line banner/gantry - Finish line - Finishing straight - Forerunner Gate - Go-arounds or Chicken line  
 Lapped riders - Lead bike - Leader's jerseys - Level crossing - Licence checks  
 Marshals - Mechanical incident  
 Official ceremony - Onboard camera - Organiser  
 Padding - Penalties - Photo - finish - Photographers' zone at the finish - Pinch-point - Plate number - Podium - President of the Commissaires' Panel (PCP) - Press conference - Press Profile of the event/stage  
 Qualifying round  
 Race Director - Registration - Relegation - Race headquarters  
 Safety nets - Seeding run - Single track - Special regulations - Sport Director - Staging - Stage race - Start/finish area - Start line - Start list - Sweep bike  
 T-bone - Team - Technical guide - Training (official training) - Transponders  
 UCI ranking - UCI secretary  
 Warning - World Championships - World Cup - Yellow/Red flag  
 Zone, A and B

## A ABANDONING

Riders who abandon a race should notify a Commissaire. If a rider abandons, he or she cannot take part in any other cycle races for the duration of the event which he or she left.

### ACCREDITATION

All individuals who are involved in an event must be accredited by the organiser. This accreditation affords access to certain zones that are closed to the public as well as to reserved spaces or parking areas.

### ANTI-DOPING STATION

The organiser must make a suitable location available for controls to be conducted after the race. This facility must be located near the finish line and very clearly signposted. Access must be monitored and restricted solely to accredited persons involved in the anti-doping control. The control post consists of at least three separate rooms, namely a waiting room for approximately 10 people, an office for the Doping Control Officer (DCO) and doctor as well as a bathroom where the samples are taken.

### ASSISTANT PCP

The Assistant PCP is a UCI Commissaire or national Commissaire (depending on the level of the race) appointed by the host federation to work side by side with the president of the Commissaires' panel (PCP).

## B BODY NUMBERS

Body numbers are used to identify riders in a race. It is the organiser's responsibility to provide one body number in compliance with the UCI Regulations ([ARTICLE 1.3.074](#)). It is each team's responsibility to have their riders wear the numbers without obscuring or modifying them.

## C CALENDAR, INTERNATIONAL

An international event is a race registered on the world calendar or one of the continental calendars. The calendar lists all international events in chronological order. The international calendar is drawn up every year for the following season and approved by the UCI Management Committee in September.

### CALENDAR, NATIONAL

National calendars are drawn up by the respective National Federations (NF).

### CANCELLATION

In the event of bad weather the president of the Commissaires' panel may decide to cancel the event after consulting the organiser and, where appointed, the UCI technical delegate ([ARTICLE 4.1.023](#)).

## CATEGORIES OF RIDERS PER RACE TYPE

COMPETITION TYPE	MEN	WOMEN
CROSS-COUNTRY OLYMPIC (XCO)	Elite (23+), Under 23 (19-22), Junior (17-18)	Elite (23+), Under 23 (19-22), Junior (17-18)
CROSS-COUNTRY MARATHON (XCM)	All Riders 19+ in the same category, including Masters	All Riders 19+ in the same category, including Masters
CROSS-COUNTRY ELIMINATOR (XCE)	All Riders 17+ in the same category (Junior, Under 23, Elite)	All Riders 17+ in the same category (Junior, Under 23, Elite)
CROSS-COUNTRY SHORT CIRCUIT (XCC)	All Riders 17+ in the same category (Junior, Under 23, Elite)	All Riders 17+ in the same category (Junior, Under 23, Elite)
CROSS-COUNTRY STAGE RACES (XCS)	All Riders 19+ in the same category (Under 23, Elite)	All Riders 19+ in the same category (Under 23, Elite)
DOWNHILL (DHI)	All Riders 17+ in the same category (Junior, Elite), except World Cups and World Championships	All Riders 17+ in the same category (Junior, Elite), except World Cups and World Championships.
FOUR CROSS (4X)	All Riders 17+ in the same category (Junior, Elite)	All Riders 17+ in the same category (Junior, Elite)
ENDURO	All Riders 17+ in the same category (Junior, Elite)	All Riders 17+ in the same category (Junior, Elite)

### CHAPERONE

For anti-doping controls after the race, the organiser is obliged to provide at least one escort for each rider to be tested. These rider escorts are known as "chaperones". The chaperone remains with and observes the rider at all times, accompanying him or her to the doping control post.

### CHICKEN LINE (see *Go-arounds*)

### CLASS OF EVENT

Events on the international calendar are assigned a class, corresponding to the event's relative importance. The classes of MTB races in order from lowest to highest are:

- Class 3
- Class 2
- Class 1
- CN (national championships)
- Class HC
- Continental championships
- World Cup
- World Championships

### COMMISSAIRES

The number of Commissaires appointed to an event varies. Commissaires are appointed by the UCI or the National Federation (NF) depending on the class of event. Acting under the direction of the president of the Commissaires' panel (PCP), Commissaires carry out the sporting management of the event on the ground and take decisions on sanctions.

## CONTINENTAL CONFEDERATION

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**).

## CONTINENTAL CHAMPIONSHIPS

The continental championships (CC) are organised each year under the responsibility of the continental confederations, at least for the olympic disciplines and the elite category (except for Europe) and are entered on the Continental Calendar on a fixed date chosen in agreement with the UCI (**ARTICLE 10.1.001**).

The continental championships in a speciality may not be organised during a World Cup event in the same speciality. No Hors Class or Class 1 event of the same speciality may be organised on the same continent during the continental championships.

No stage race may be organised during [...] continental championships (on the concerned continent) (**ARTICLE 4.1.011**).

For the [...] continental championships a technical delegate is appointed by the UCI (**ARTICLE 4.1.012**).

## D DISQUALIFICATION (DSQ)

If a rider commits a serious infringement, he or she may be disqualified and excluded from the results.

## DISTANCE SIGNS

1 km for XCO events and every 10 km for XCM and XCP events. Also, the last km is always precisely marked.

## DOPING CONTROL OFFICER (DCO)

The Doping Control Officer (DCO) is appointed by the UCI or the National Federation (NF) and works in collaboration with the doctor appointed to conduct the anti-doping control as well as with the president of the Commissaires' panel (PCP). The DCO is responsible for managing anti-doping controls on the ground and oversees the application of the UCI Anti-doping Rules.

## DOUBLE TRACK

A section of the course that is generally wide enough for two bicycles to race side-by-side. Such sections are usually wide enough to allow passing.

## E 80% ZONE

The 80% zone is the point, normally only a few hundred metres before the finish line, where riders subject to the 80% rule are withdrawn from the race. Its location is precisely marked with a sign that says "80% Zone".

## ENTRY FEES

These are fees that riders and teams must pay to the organization before being allowed to enter a race. Riders who are members of UCI Elite teams cannot be charged participation fees (gravity teams for gravity events, endurance teams for endurance events).

## F FEED AND TECHNICAL ASSISTANCE ZONE (F/TA ZONES)

A zone restricted to those with accreditation where technical assistance (as defined by the UCI Regulations), water and other drinks and nutrition are available for the riders. Each zone is numbered and marked with both a start sign and a finish sign. For XCO events, at least 2 such zones are needed; either two single zones or a double zone which the riders pass twice during the lap. For XCM and XCP races, normally at least 3 such zones are used.

## FINAL, BIG

In a 4X or XCE event, the big final is the main final, which determines places 1 – 4 (or in some cases for XCE, 1 – 6).

## FINAL, SMALL

In a 4X or XCE event, small final is the "consolation" final, which determines places 5 – 8 (or in some cases for XCE, 7 – 12).

## FINE (MONETARY)

A fine is a penalty given for an infraction of the regulations. The PCP submits a record of all fines applied during the event to the UCI after the race is over. The UCI then sends an invoice to the National Federation or team of the riders concerned. A fine may be combined with other penalties, such as relegation or disqualification, or may be applied by itself. Some infractions of the regulations require a specific fine, which must be applied, while others are left to the discretion of the Commissaires' panel.

## FINISH JUDGE

The finish judge (FJ) has sole responsibility for drawing up the results. During the event, the FJ participates in the sporting control of the race by keeping a race passing order at the finish line, and also by providing backup timing. For XCM / XCP events, the FJ may supervise one or more of the F/TA zones or be present to score any intermediate sprints before going on to the finish line.

## FINISH LINE BANNER/GANTRY

In a MTB event, a "Finish" sign must be clearly visible on a banner, gantry or arch across the road at the finish line.

## FINISH LINE

The finish line shall comprise a line 4 cm in width, painted in black on a white strip 24 cm wide, thus leaving 10 cm of white on each side of the black line.

## FINISHING STRAIGHT

The finishing straight should be as long as possible, at least 200 m, and sufficiently wide – a minimum of 6 m but ideally 8-10 m.

**FORERUNNER**

One of several riders that “open” the course for a downhill race. They are sent down the course 10 to 15 minutes before the race is due to start in order to confirm that the course is ready, that the marshals are in position and that the timing system is working. Two fore-runners are normally sent before the start of the race bearing number plates ‘A’ and ‘B’; also, a closer bearing number plate ‘C’ is also sent to indicate that the race is over.

**G GATE**

A gate is the electro-mechanical device used for starting 4X races. It is similar in design to a BMX starting gate, and uses the same system of voice commands and lights to indicate that the start is about to occur.

**GO-AROUNDS OR CHICKEN LINE**

Easier but slower alternate sections that allow less skilled riders to safely by-pass particularly difficult sections of the course. Such go-arounds might be declared as mandatory for certain categories, such as Junior Women.

**L LAPPED RIDERS**

Riders in a circuit race (such as an XCO or XCC race) who have fallen so far behind that they have been caught by the race leaders. Such riders are normally pulled from the race at the 80% zone.

**LEAD BIKE**

This is usually a motorcycle that travels some distance in front of the leading riders to indicate that the front of the race is approaching.

**LEADER’S JERSEYS**

The organiser may award one or more leaders’ jerseys, depending upon the category and classification within an XCS event. A leader’s jersey may also refer to the distinctive jersey worn by the leader of a UCI series or classification, such as the Mountain Bike World Cup. Once awarded, it is mandatory for the riders in question to wear the leader’s jersey in the race or series in question until they are no longer the leader in that particular classification.

**LEVEL CROSSING**

The organiser must indicate any level crossings on the course in the technical guide. It is strictly forbidden to pass over a level crossing when it is closed. A level crossing is considered closed as soon as the red lights flash. This type of crossing is normally only encountered in XCM, XCP and XCS races, but never in XCO events.

**LICENCE CHECKS**

All persons exercising a function in the race must be licensed. Before the start, Commissaires should check the licences of the riders and team managers.

**M MARSHALS**

Marshals are the volunteers responsible for monitoring the race course during a mountain bike event. They are placed at regular intervals around the course, usually working in pairs. Their jobs are to warn spectators to stay clear of the course, report irregular behaviour on the part of the riders (such as riders attempting to take a shortcut, or behaving in an abusive way) and also to control spectator crossings, if posted in those locations. They also will report any accidents requiring medical attention to the marshal coordinator, who will inform the medical team.

**MECHANICAL INCIDENT**

A mechanical incident is a problem with the operation of a rider’s bike. In the event of a mechanical incident, the rider has to proceed to the next closest feed/technical assistance zone (F/TA Zone) without going backwards on the course to do so (XC events only). Outside of F/TA zones, technical assistance is only allowed between members of the same UCI team or national team, riding in the same category.

**O OFFICIAL CEREMONY**

Certain riders are obliged to attend the official ceremony after the event (winner, leader of the circuit, leader of the World Cup etc.). The organiser specifies in the event’s special regulations which riders should attend the official ceremony and at what time.

**ONBOARD CAMERA**

A small, digital video camera that can either be mounted on the handlebars of a rider’s bike, or on the helmet. May only be used during training, and not during competition (qualifying rounds or finals), unless specifically authorised by the UCI.

**ORGANISER**

The organiser of a cycle race bears responsibility in administrative, financial and legal terms. The organiser must be licensed as such by the National Federation of the country in which the event is to take place. The organiser is solely liable for the quality and safety of the organisation and all installations.

**P PADDING**

A soft material used to protect the riders should they crash into a hard object, such as a tree.

**PENALTIES**

A sanction imposed upon a license holder by the Commissaires’ panel for some infraction of the regulations.

**PHOTO-FINISH**

The use of photo-finish equipment is essential at all international-level events. This equipment allows the riders to be separated as they cross the finish line and time gaps to be calculated.

**PHOTOGRAPHERS' ZONE AT THE FINISH**

An area should be reserved for accredited photographers just behind the finish line. This area is a minimum of 15 m from the finish line. If the event is televised, the photographers' zone must be behind the fixed finish camera. A line is drawn on the ground to mark out the area. The photographers can use a maximum of 40% of the width of the road at the finish.

**PINCH-POINT**

A pinch-point is a section of trail where the course suddenly narrows, or which is very technical in nature, meaning that normally only 1 rider at a time may pass through it.

**PLATE NUMBER**

Riders must use plate numbers for identification during one-day and stage races. The organiser is responsible for making plate numbers available.

**PODIUM**

The organiser must provide a podium for the official ceremony. The ceremony platform must be large enough to accommodate the riders, officials, partners, hostesses and master of ceremonies. A waiting area must be provided behind the podium, or close by, to allow the riders to prepare for the ceremony.

**PRESIDENT OF THE COMMISSAIRES' PANEL (PCP)**

For events that are registered on the UCI international calendar, the president of the Commissaires' panel (PCP) is an International Commissaire appointed by the UCI. The PCP has several tasks to be conducted before, during and after the event. The PCP ensures the sporting management of the event in coordination with the organiser. The PCP also coordinates the Commissaires' panel. All decisions made by the Commissaires' panel must be approved by the PCP or by the PCP's delegate.

**PRESS CONFERENCE**

A press conference is often organised after the event for the riders finishing first, second and third.

**PRESS ROOM**

A press room must be available at the start area from the day before the event. This room is used for the accreditation of journalists and shall offer work spaces with electrical sockets and Internet connections.

**PROFILE OF THE EVENT/STAGE**

The event's technical guide must include a map and elevation profile of the event. In the case of a stage race, a profile of every stage must be provided. The profiles must be accurate as they allow teams and riders to prepare their strategies.

**Q QUALIFYING ROUND**

For downhill events that are staged using the World Cup system: all riders do an individual time trial on the course, and the best riders in the qualifying round are then qualified for the final, while the others are eliminated and do not go on to participate in the final. Participation in the qualifying round is mandatory.

The same principle applies for 4X and XCE events. This qualifying round is used to seed the heats for the main part of the competition.

**R RACE DIRECTOR**

The official term for the individual responsible for administrative and organisational issues during the 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 from riders who are not members of an elite team in the discipline of the race, if not already paid by other means (e.g. an on-line registration system).
- To produce the start lists.

**RELEGATION**

A sporting penalty that may be applied by the Commissaires panel. It is normally applied for a racing incident that unfairly impacts the outcome of the race, but that is not severe enough to warrant disqualification. Relegation essentially means that the offending rider is scored in a different position than that in which he or she actually finished the race. For example, if a rider in a 4X event missed one or more of the gates, he would likely be relegated to last place for the heat in question.

**RACE HEADQUARTERS**

The headquarters desk is open from approximately two hours before the event until the Commissaires have completed their work after the finish. A member of the organisation personnel is on duty throughout this time. The race headquarters must be equipped with a telephone line, fax, computer and Internet access. The headquarters desk issues the riders' body and plate numbers, as well as accreditation for all individuals.

The following tasks are conducted at the race headquarters after the finish: drafting communiqués by the organisation, Commissaires and medical service; drawing up the results; printing and copying the results; sending the results to the UCI and National Federation.

**S SAFETY NETS**

A safety net is used to prevent riders from falling in sections of the course that pass close to the edge of a steep drop-off.

**SEEDING RUN**

Similar to a qualifying round for a downhill race. The main difference is that the seeding run is used only to decide the start order for the final (the final being in reverse order of the results of the seeding run – that is: the best rider in the seeding run starts the final last). Unlike a qualifying round, no riders are eliminated before the final. Participation in the seeding run is mandatory.

**SINGLE TRACK**

Single track is a very narrow section of trail, usually not much wider than the width of a single bicycle. Normally passing is not possible within single track sections of the course.

**SPECIAL REGULATIONS**

The organiser should draw up any special regulations for the event concerning sporting matters. The special regulations must be included in the event's technical guide.

**SPORT DIRECTOR**

Each team in an event is managed by a sport director appointed for this purpose. If the team is registered with UCI, the sport director's name must be included on the appropriate list published on the UCI website. The sport director is also known as a "team manager".

**STAGING**

Staging is the process of organizing the riders in the order in which they will start the race. Staging normally begins a maximum of 20 minutes before the scheduled start time of the race. Riders will be called to the staging area.

**STAGE RACE**

Stage races (XCS events) are held over a minimum of three days and a maximum of nine days, and feature a general classification on time. Stage races may comprise XCO, XCT, XCM, XCP and XCC events as individual stages.

**START/FINISH AREA**

The start and finish areas are key locations in organising a mountain bike race. If a race is to run smoothly, these areas must be appropriately laid out. The dimensions of the start and finish areas are found in the UCI Mountain Bike Regulations.

**START LINE**

Barriers are set up on both sides of the road before and after the start line. The barriers must be put in place approximately 100 m before the line and 50 m after. The start line itself should be indicated by a banner or gantry over the road bearing the inscription "Start". A white line must be drawn on the ground below the start banner.

**START LIST**

The start list is a definitive list. It is drawn up after the confirmation of the starters and records all the riders participating in the event

**SWEEP BIKE**

For XCM and XCP events, a sweep motorcycle follows the last riders on the course. For XCO events, the lead bike goes ahead to the last rider and becomes the sweep bike once the race winner has finished.

**T-BONE**

Deliberate attempts in 4X races to "take-out" other riders by running into them.

**TEAM, CLUB**

A club team is a team affiliated to a National Federation. The composition of these teams is governed by the National Federation, although riders must not also belong to a UCI-registered team.

**TEAM MANAGER** (see *Sport Director*)**TEAM, NATIONAL**

A national team is a team of riders of the nationality of the National Federation responsible for selection. They represent their National Federation and therefore have to wear the National Federation's outfit.

**TEAM, UCI**

The following teams are UCI-registered teams:

- Elite UCI Team
- UCI Team

**TECHNICAL DELEGATE**

A technical delegate (TD) is an official appointed by the UCI (or in some case, the National Federation) to supervise the preparation of the technical aspects of the race, including facilities and installations that make up the race venue, and also the race course. Should a TD not be appointed, this responsibility falls to the president of the Commissaires' panel. The specific duties of the TD are found in the UCI regulations.

**TECHNICAL GUIDE**

The technical guide is the reference document for Commissaires, teams, riders and all others involved in the event. The technical guide contains all essential information concerning the event and is drafted in French or English as a minimum and optionally in other languages.

**TRAINING (OFFICIAL TRAINING)**

One or more periods of time specifically allocated within the event schedule for the riders to practice on the course. The purpose of training is for the riders to learn the course and its features. Training on the course is normally only permitted during official training periods. The official training is part of the race. Therefore, riders must ride with their plate number.

During the official training the following persons must be present: marshals, Commissaires and medical services.

### TRANSPONDERS

This system identifies riders passing over a line and should be used to obtain a snapshot of the race at a specific point. It does not replace the use of photo-finish equipment if required.

## U UCI RANKING

For the sport in question, the team and nations ranking of riders maintained by the UCI. It is the accumulation of the UCI points of the riders concerned over a sliding 1-year period. The UCI ranking is normally used to decide the start order for mountain bike races.

### UCI SECRETARY

The Commissaire responsible for the race administration. Normally this includes management of riders' confirmation and the production and distribution of start lists, results and communiqués.

## W WARNING

Advice given by the Commissaires to riders who are either about to commit an infraction of the regulations, or who have committed a minor infraction of the regulations without any significant impact on the competition. The main point of a warning is to notify a rider when he or she has done something wrong. A warning carries no sanction.

### WORLD CHAMPIONSHIPS

Each year a World Championship shall be held according to the results of which the title of World Champion is conferred on the winners of races included in a programme determined by the Management Committee (**ARTICLE 9.1.001**).

The world champion will be allowed to wear the rainbow jersey in the respective category or format until the day the title of world champion in the respective category or format is anew at stake.

### WORLD CUP

The UCI Mountain Bike World Cup is a series of races including the XCO, XCE and DH1 race types. It is the highest-level professional mountain bike racing series in the world.

## Y YELLOW/RED FLAG

Marshals are equipped with a whistle and a red or yellow flag. They use these items to warn the riders of either a need to stop racing due to a crash (red flag in a downhill race) or to warn them of a hazard ahead and to use caution (yellow flag in training for a downhill race, or during training and racing for XC races).

## Z ZONE, A AND B

In DH events, the organiser must use special course marking, i.e. the A and B zone system in areas dangerous to the public.

- "Zone A" sections must be at least 2 m wide (**ARTICLE 4.2.026**).
- "Zone A" is also called "security zone". The security zone is solely for Commissaires, marshals and camera operators and photographers with bibs.

Whereas the access to Zone A is restricted to authorised persons, Zone B is open to spectators.



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