



TECHNICAL OFFICIAL PATHWAY

TRI NZ TECHNICAL OFFICIAL INFORMATION

INTRODUCTION

Background

Triathlon New Zealand (Tri NZ) is the National Organising Body of triathlon in New Zealand, recognised as such by ITU (International Triathlon Union), OTU (Oceania Triathlon Union) and Sport New Zealand.

Tri NZ requires dedicated and competent Officials to fulfil various functions at all levels of competition.

Officials are an essential part of the sports volunteer base. Triathlon like all sports relies heavily on its volunteers to deliver the sport both locally and nationally.

Role of Technical Officials

Technical Officials play a vital role in the triathlon community; they help develop athletes by ensuring all participants observe the spirit of the competition, in the safe running of events nationwide and the continuous improvement of events through their reports which are used to identify areas for improvement in the following year.

Other key points of having Technical Officials are:

- Large bank of event knowledge
- High level of commitment to the role
- Impartial judgement in applying Tri NZ rules
- Brings diversity to the team sharing their experiences to benefit all
- Holds a high regard within the triathlon community bringing prestige to events

Characteristics of a Technical Official

Technical Official's showcase many strong characteristics, the following are essential qualities that have been identified to ensure a safe and great officiating experience:

- **Integrity** - Integrity is indeed foundational to all volunteer service. To keep yourself and others safe take responsibility for your mistakes, respect others and work hard.
- **Selflessness** – Volunteering is all about giving your time to help others. However, one must understand their limits and practice self-care to counteract burnout.
- **Humility** - Being humble is a fundamental component of being part of a functional team. Having the ability to be open to other's ideas, admitting mistakes and having self-awareness, can help a team overcome challenges as well as perform at a higher level.
- **Flexibility** - Careful planning and good intentions can unravel in a second. Be open to adapt and be flexible no matter what comes your way. Staying calm and focused will help you to analyse your unplanned situation and make informed decisions for moving forward.

Development Pathway

The purpose of the Tri NZ Technical Officials Development Pathway is to build a team of proficient Officials and to standardise the requirements, duties, and responsibilities of officiating at all levels and in all communities within New Zealand.

Tri NZ is committed to developing Technical Officials and ensuring that they are appropriately accredited. The pathway is fundamental to contributing to the Oceania region's Technical Official capability and the ITU Global Technical Official capability.

The Pathway comprises of three tiers, Level 1 through to Level 3. Once an official has reached Level 3 status and met the criteria they are then eligible, after nomination, to proceed to the ITU Technical Official Pathway.

The Pathway is managed by the Tri NZ Technical & Events Advisor with input from the Technical Advisory Group (TAG). A review of Technical Officials is undertaken annually from feedback provided by Technical Delegates, mentors and local organising committees and their Pathway progress.

This review will take place in July/August. Next level Course offerings will be determined based on the standing of officials and their continuation on the Pathway.. Officials being offered courses to further develop through the pathway will be notified and dates set by September.

TECHNICAL OFFICIAL PLEDGE

Tri NZ recognises that volunteering is a gift of human service and it is invaluable to the success of our organisation as well as to the sport of triathlon within NZ.

From the Triathlon New Zealand Technical Official Code of Conduct, we have created a Technical Official Pledge. This pledge outlines what Tri NZ expects from our officials, and what Technical Officials (TO) should expect from Tri NZ and subsequently the Local Organizing Committees (LOC) when officiating at events.

TO Pledge

- As TO's we respect each other, the athletes and LOC's
- We will work as "one" team at events as part of LOC, for the benefit of the athletes
- We will in any capacity only officiate at events that have been through the Tri NZ Event Accreditation System (EAS)
- We will do our best to build a team spirit of excellence, integrity and fun as we undertake our role
- We will always be friendly, knowledgeable, and eager to help
- We will take responsibility for our actions
- We will treat all athletes fairly and with respect and humility when implementing the TRI NZ race rules
- We will provide independent and clear reviews based on event attended, to enable LOC's to grow their knowledge and ensure their event is safe and well run
- We will give as much notice as possible to Tri NZ/TD if you cannot attend an event after being allocated a role
- We will provide Tri NZ information when asked to aid in our development
- We will keep up to date with any rule changes that have been communicated by Tri NZ

TRI NZ Pledge

- As Tri NZ we respect our TO's, our athletes and all LOC's
- Tri NZ is thankful for TO's as they sacrifice their time and resources for us to have events officiated
- Tri NZ will identify events that TO's can officiate at through EAS
- Tri NZ will give TO's all information required about the event promptly
- Tri NZ will introduce contacts for the LOC so TD and LOC can work together on the upcoming event
- Tri NZ will ensure TO's are supported with the appropriate gear and admin to undertake their role (Uniform, TO Box, templates provided, run sheets laminated)
- Tri NZ's respect shows an attitude of gratitude towards all TO's
- Tri NZ will maintain up to date records of officials and their officiating activity to help provide development opportunities
- Tri NZ will ensure rule changes are communicated to all TO's and clearly outlined

LOC Pledge

- As LOC's we respect and are grateful for TOs being at our events and we will support them in implementing the Tri NZ race rules
- LOC will work as "one" team with the TO's, for the benefit of the athletes
- LOC will engage with the TD assigned for event technical matters
- LOC will treat all athletes fairly and with respect and humility
- LOC will abide by the TO's ruling
- If an LOC wants to question a TO ruling, then this must be done so through the TD/RR privately and in a respectful and constructive manner
- LOC will verbally thank TOs for taking the time to officiate at our events

TECHNICAL OFFICIAL PATHWAY

The below table outlines the Triathlon NZ Technical Official Pathway.

Certification Level	Prerequisite Criteria and Requirements of Levels	Courses conducted by	Validation
Level 1 Introduction to Officiating	Prerequisite Criteria: <ul style="list-style-type: none"> Participants are not required to have any prior training or experience to complete L1 L1 provides an overview of the pathway and an introduction to Triathlon NZ Competition Rules Requirements: <ul style="list-style-type: none"> Attend L1 Seminar Successfully complete L1 theory exam Officiate at 1 event under guidance of a current TO Submit Technical Activity log annually 	NTO or Higher-Level Official	<ul style="list-style-type: none"> Officiate at 1 or more events every year If above is not met official will become Inactive
Level 2 Competent Official	Prerequisite Criteria: <ul style="list-style-type: none"> Minimum of 1 year at NZ Level 1 Assessment by Technical Advisory Group on eligibility to move to L2 Minimum of 3 events at L1 Requirements: <ul style="list-style-type: none"> Sit L2 open book exam Submit Technical Activity log annually Extensive knowledge of the Tri NZ Competition Rules 	NTO or Higher-Level Official	<ul style="list-style-type: none"> Officiate at minimum 2 events annually Every 2 years compete a refresher exam/course If above is not met official will drop to level 1
Level 3 Effective, competent, and practised official	Prerequisite Criteria: <ul style="list-style-type: none"> Minimum of 1 year at NZ Level 2 Assessment by Technical Advisory Group on eligibility to move to L3 Officiated at a minimum of 4-6 regional/national level events (depending on location) Demonstrated willingness to undertake any role assigned Experience in every role, except TD and RR roles at (Regional Level) Officiated as a Chief TO at a Tri NZ Sanctioned event Requirements: <ul style="list-style-type: none"> Successfully attend Tri NZ Level 3 seminar Officiate as a TD or RR at a National level event (mentored) Officiate as an assistant TO at an ITU event Submit Technical Activity Log annually Mentor a Level 1 official at an NZ event Basic understanding of ITU Competition Rules Demonstrate leadership qualities and willingness to continue pathway 	NTO or Higher-Level Official	<ul style="list-style-type: none"> Officiate at minimum 3 events per year Refresher course to be sat at discretion of Technical Advisory Group every 3 years. Be available to assist or run a L1 course when requested by Tri NZ If above is not met official will drop to level 2

Certification Level	Prerequisite Criteria and Requirements of Levels	Courses conducted by	Validation
NTO ITU Level 1 Official	<p>Prerequisite Criteria:</p> <ul style="list-style-type: none"> • Minimum of 1 year at NZ Level 3 • Assessment by Technical Advisory Group on eligibility to move to become NTO • Officiated at a minimum of 3 ITU events • Successfully moved to Tri NZ TO Pathway to L3 <p>Requirements:</p> <ul style="list-style-type: none"> • Expression of interest from individual that they wish to progress through the ITU certification program • Successfully complete open book exam for NTO level • Demonstrate leadership qualities • Comprehensive knowledge of ITU Competition Rules and EOM • Attend a ITU event for practical assessment within 6 months from course date 		<ul style="list-style-type: none"> • Every 4 years must attend a seminar of the appropriate level. • Maintain Tri NZ level 3 status (previous validation section) <p>If above is not met official will drop one level</p>

Please note:

- Where an official cannot commit to the minimum events per year to retain their current level, they can request that the Technical Advisory Group (TAG) waive this for the year. Upon application, TAG will review each case and make a decision based on the special circumstances surrounding the official.
- Facilitating a course can be substituted for officiating at an event to remain on current level of pathway

ITU TECHNICAL OFFICIAL PATHWAY

The below table is the ITU Technical Pathway

Certification Level	Responsibility for Event			Pre requirements to access the level course	Evaluation	Area of Training	Courses conducted by	ITUSport Department's Involvement	Validation
	as Technical Delegate	as Referee or Chief Technical Official (e.g. Chief Swim, etc)	as Assistant Technical Official						
Level 3 (ITO)	All events	All events	All events	1. Two (2) years minimum as CTO level, 2. Minimum four (4) ITU Events within four (4) previous years as Technical Delegate,	1. Attend the Level 3 Course successfully 2. Pass the exam	- World Cups & World Championship Series Technical Requirements - Multisport World Championships Technical Requirements - Case studies from previous World Championships, World Cups & Major Multisport Events - Olympic Games – Paralympic Games Policies & Procedures - Case studies from previous Olympic Games - Sustainable and Eco - friendly events	Level 3 Technical Official certified as Facilitator	ITU will provide materials and assign the facilitator. Seminar hosted by ITU	Every 4 years must attend a seminar of the appropriate level. Otherwise the TO may either remain active* by dropping one level, or remain inactive with an honorary status. Returning to the active status will need to comply with the evaluation conditions.
Level 2 (CTO)	Multisport Continental Championships, Continental Cup, Multisport Series Events	World Championship Series, Multisport Championships, World Cup, Triathlon Continental Championships	All events	1. Two (2) years as NTO 2. Minimum four (4) ITU Events within 4 previous years,	1. Attend the Level 2 Course successfully 2. Pass the exam	- Technical Official Guide, - Event Organizer Manual - Training on all technical documentation - Case studies from previous Multisport Continental Championships, Continental Cups and Minor Multisport Games - Paratriathlon - Workshop	Level 3 Technical Official certified as Facilitator	ITU will provide materials and assign the facilitator. Seminar hosted by ITU or Continental Confederation	Every 4 years must attend a seminar of the appropriate level. Otherwise the TO may either remain active* by dropping one level, or remain inactive. Returning to the active status will need to comply with the evaluation conditions.
Level 1 (NTO)	National Events	Multisport Continental Championships, Continental Cup, Multisport Series Events	World Championship Series, Multisport Championships, World Cup, Triathlon Continental Championships	1. National Federations' Criteria will apply. As an alternative an access exam can be conducted.	1. Attend the Level 1 Course successfully 2. Pass the open book exam 3. Practice on an ITU event within 6 months from the course's date	- ITU Competition Rules - Case studies	Level 2 or 3 Technical Official certified as Facilitator	ITU will provide materials and assign the facilitator. Seminar hosted by ITU, Confederations or NF.	Every 4 years must attend a seminar of the appropriate level. Otherwise the TO may either remain active* by dropping out of the system, or remain inactive. Returning to the active status will need to comply with the evaluation conditions.

* Remaining active means to officiate at least on one ITU Event per calendar year.

TECHNICAL OFFICIAL PATHWAY DETAILS

The below highlights each step of the development pathway, outline the roles available at each level.

Certification Level 1 – Introduction to Officiating

A 2-hour course run by an NTO or higher official that will be covering the following:

- Introduction to officiating
- How to be an effective official
- Basics of Triathlon NZ rules
- Details on warnings, penalties, appeals and protests

The course will conclude with an open book exam which includes 30 questions on the Tri NZ rules. Pass mark of 80% is required

Type of event and officiating roles you can expect:

As TD/RR

- N/A

As Chief Official

- Local club events

As Assistant TO

- Regional Events
- Tri NZ Sanctioned events

Certification Level 2 – Competent Official

Open book exam containing a mix of multi choice, short answer and scenario based questions, pass mark of 80% required.

The exam requires more in-depth knowledge in the following areas:

- Triathlon NZ Competition Rules and the application of these in a race situation
- How to officiate at an event and how to be pro-active as an official to ensure that event runs in accordance with the rules
- On the roles of each official at an event

The result of this exam will show that the Technical Official is competent in applying the Triathlon NZ Competition Rules in a range of situations, is able to step up to the role of TD or Race Referee at their local club events and capable of fulfilling the Chief Official roles at Regional Events.

The official will have a mentor for the first few TD/RR and Chief Official Roles, to ensure standards are being upheld.

Type of event and officiating roles you can expect:

As TD/RR

- Local club events

As Chief Official

- Regional events
- Tri NZ Sanctioned events

As Assistant TO

- Tri NZ Sanctioned events
- National Championships

Certification Level 3 – Effective, Competent, and Practiced Official

A 1-2-day course run by an NTO or higher official that will be focused on Tri NZ Championship level and ITU events, it will include practical breakout sessions and exam.

The course will cover the following:

- High-level Triathlon NZ Competition rules and ITU Competition rules. Covering the differences between the two sets of rules
- The course will mostly focus on event management skills which will be based on the ITU Event Organisers Manual. Officials will learn how to use the manual and also what they need to check at an event as a Technical Delegate
- Use of Technical Officials Checklists
- Uniform Rules - how to check a uniform at a Continental Cup and World Cup level event
- Bike Checks – how to carry out a bike check in for an ITU level event including wheel checks under UCI rules
- Introduction to Para Triathlon (this will include Halberg no exceptions training material)

Practical break out session will be covering the following:

- Design a transition for a specific event - thinking about safe and fair, layout, signage, correct spacing, number allocations etc
- Questions based on the tougher elements of the Tri NZ Competition Rules and ITU Competition Rules (scenario based questions will be included)
- Top 10 things to check in each area of an event (Registration, Swim, Transition, Cycle, Run, and Finish) - each group will focus on one aspect of an event and report back
- Prepare a run sheet for an ITU Continental Cup event
- Prepare and present a race briefing for a National Championship event
- Discussions on differences in Tri NZ events and Ironman events in NZ

The result of this course will allow Technical Officials to gain in depth knowledge of the Tri NZ and ITU Competition Rules, be able to understand what the roles and responsibilities are for all Technical Official roles at an event and gain basic knowledge of the ITU Event Organizers Manual (EOM).

The official will have a mentor for the first few TD/RR Roles, to ensure standards are being upheld.

Type of event and officiating roles you can expect:

As TD/RR

- Tri NZ sanctioned events

As Chief Official

- All national events
- National Championships

As Assistant TO

- Multisport Continental Championships
- Continental Cup

Certification Level NTO – ITU Level 1 Official

Open book exam which will act as a refresher of the Tri NZ Level 3 course, containing a mix of short answer and scenario based questions, pass mark of 80% required.

The exam will cover the following areas more in depth:

- Triathlon NZ Competition Rules
- ITU Competition Rules
- ITU Event Management Organisers Manual

The result of this exam will show that the Technical Official is competent in applying the ITU Competition Rules and thorough understanding of the ITU Event Management Organisers Manual.

Once exam completed Technical Official must attend an ITU event within 6 months to put into practice their knowledge.

Type of event and officiating roles you can expect:

As TD/RR

- All national events

As Chief Official

- Multisport Continental Championships
- Continental Cup
- Multisport Series Events

As Assistant TO

- World Championship Series
- Multisport Championships
- World Cup
- Triathlon Continental Championships