

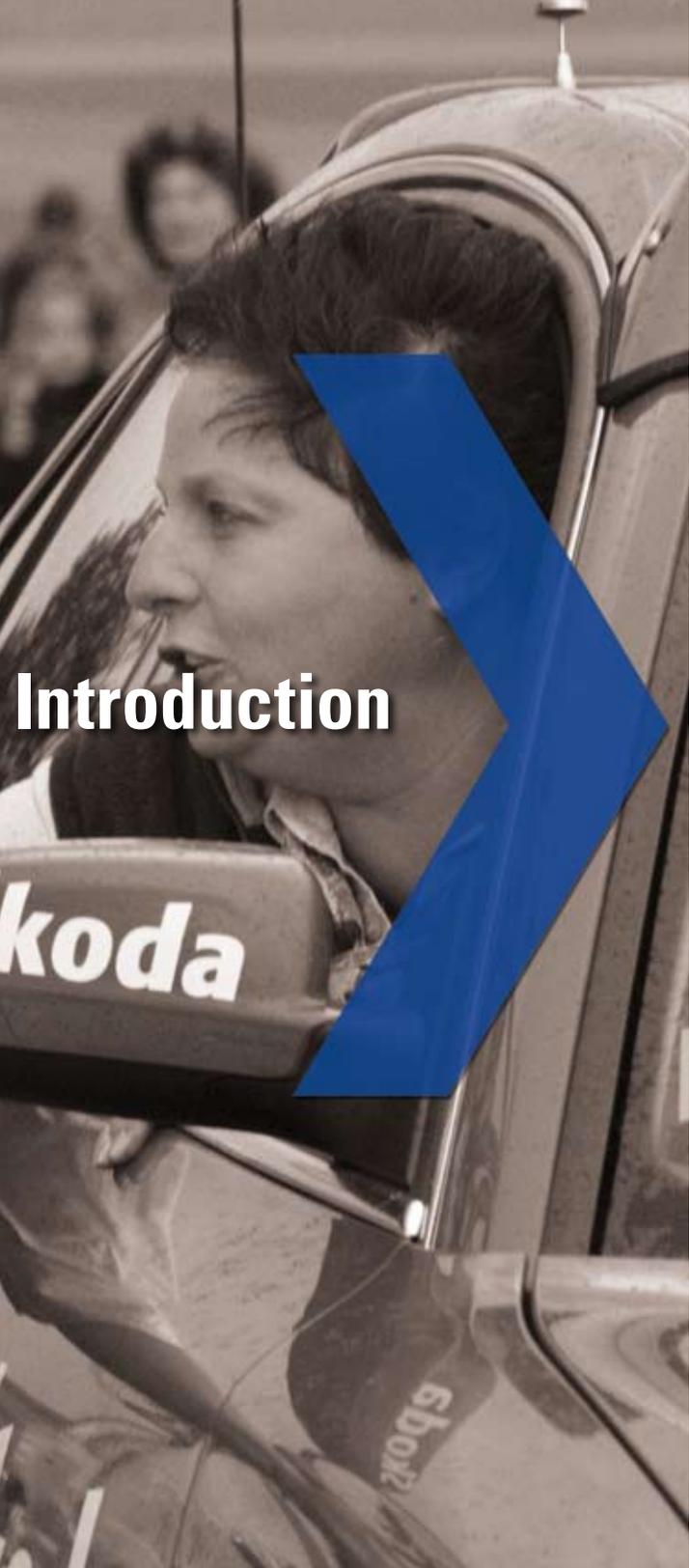


# CODE



*International Cycling Union*

**of conduct for  
international  
commissaires**



# Introduction

Cycling has developed noticeably over the last few years. There is an ever-growing interest in the competitions. Never before has there been such high quality televised coverage of major events and commissaires are currently faced with prying cameras everywhere they go.

The decisions taken by international commissaires can be played back over and over again, sometimes from unusual angles. Every move they make is analysed, talked about, compared and judged. It has now become essential for the rules to be applied precisely and consistently.

The international commissaire plays a major role at any event. However, it is just as essential that, both before and after the race, he should observe certain **rules of conduct** which inspire **confidence and respect for the job that he does**. **By his very presence at international events, he guarantees their quality. He must be an ambassador for the UCI all over the world and must defend the brand image.**



# Code of conduct

## A. General points

All costs resulting from your presence at events, apart from your accommodation costs which, as laid down in the regulations, are paid for by the organiser, must be submitted to the UCI and not to the organiser as this could put him in an awkward position.

To avoid placing yourself in an embarrassing position, **do not ask for any gifts and/or favours** which might bring your **neutrality**, your **objectivity** and your **independence** into question.

Accept **symbolic** gifts which do not involve any commitment on your part.

Taking your husband or wife, partner or friends, **with you is strictly forbidden** even if you intend to pay their costs yourself. You will inconvenience the organiser by perhaps forcing him to make unexpected provision for transport, accommodation and meals. This would put you into a position of weakness and your objectivity could be brought into doubt.

Finally, you must never, under any circumstances, abuse your status as an international commissaire at events for which you have not been appointed.

## B. Before the event

As soon as you are informed that you have been appointed, send a letter to introduce yourself to the organiser and give him details of how to contact you.

As soon as you receive the event pack, go through it carefully. If the provisions in any way contravene the prescriptions laid down in the rules, **do not wait until the last moment**, contact the organiser immediately and try to mutually agree on the necessary changes.



Get straight in touch with your colleagues, international commissaries appointed by the national federation or the UCI. Making contact and knowing who is assigned what tasks before the race will make your team work more effective. Also, commissaires from the national federation, in some situations could ask you to find out information that is difficult to obtain from the organizing committee, but which is useful for successfully carrying out your task.

### **C. At the venue for the event**

As soon as you arrive, take the initiative and go and introduce yourself to the organiser. Make sure that you arrive at the appointment on time. This is only polite.

Hold a friendly, constructive interview with him about your respective responsibilities.

Make sure he understands that you intend to give him your full collaboration so that the event runs like clockwork. Ask him to tell you about any problems he may have and offer him your services in trying to resolve them, provided that there is nothing which is against the rules.

You will most certainly meet for the first time national commissaires on your team. It is therefore advisable to introduce yourself, explain to them their task and what you expect of them. You should treat them with the necessary respect and conduct.

You should also contact the anti-doping inspector to determine the way in which you will work TOGETHER until the end of competitions.



## **D. After the event**

Draw up your travel plan so that you do not have to leave the event suddenly without having the time to make sure that the rankings, the press releases, the antidoping check, etc. have been correctly carried out. Make sure that all relevant documents have been sent to the UCI in accordance with the rules and do not delegate any tasks for which you are responsible to other people.

Relations with the organiser:

- invite the organiser to a debriefing and ensure that the report you send to the UCI is consistent with the organiser's debriefing,
- congratulate him on the positive aspects of his organisation,
- tell him, tactfully but frankly, about any weak points you may have spotted and about which recommendations will be sent to the UCI,
- work together to find ways of improving them.



# Human and relational qualities

International commissaires have a difficult, delicate job because they have to deal with various categories of people (organisers, riders, team managers, representatives of the press, etc.) who have different, sometimes divergent interests.

Hence the need for well developed human and relational qualities allowing you to smooth out the differences of opinion which can arise at any time. The essential qualities an international commissaire will need are:

- ▷ **tact** = an intuitive perception of other people's feelings and behaviour thus avoiding conflicts and leading to a solution through dialogue.

**TACT does not necessarily mean WEAKNESS**

- ▷ **empathy** = an intuitive perception of a situation and the way it may develop. It allows you to anticipate certain problems.

- ▷ **charisma** = using your own abilities to work for the general good. An international commissaire will find plenty of opportunities to demonstrate this quality.

Relations with the press:

- Do not refuse to give interviews, 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 president of the panel) and agree, within the jury, 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.

- **authority** = establish yourself gradually with experience
  - = depends on the international commissaire's skills and abilities
  - = show **authority and firmness** from the very start of your work
  - = do not ask for any autographs, caps, jerseys,... from teams. This would put you straightaway in a position of weakness (loss of authority) as regards this team.

- N.B.
- a) An international commissaire's authority begins during the briefing with the team managers.
  - b) An international commissaire is always categorised by the people over whom he has authority: weak, average, strict.
  - c) Do not confuse authority with **authoritarianism** (the latter is never well received).
  - d) Avoid arrogance and disdain.
  - e) The type of demands you make from the organization and the organizer must be matched to the circumstances.

- **sense of responsibility** = it is essential for an international commissaire (and for any referee in general) to:
  - Do never shirk his responsibilities,
  - Do never try to pass the buck on to other people (the UCI, the national federation, the organiser, etc.),
  - Do to always **uphold** any joint decision made by the commissaires' panel.



- ◉ **self-respect** = take care over your clothes, make sure they are neat and low-key. For the disciplines where it is established that men should wear ties this is a symbol of presence and distinction. During the race the wearing of the official uniform is compulsory and at official events you are free to wear your uniform or any appropriate clothes suited to the circumstances.

In accordance with article 1.1.074 of the UCI rules, international commissaires that are appointed by the UCI or who are a member of a commissaires' panel where the president is appointed by the UCI, will wear the official uniform (most recent and no other. Old uniforms or uniforms made by oneself are not permitted) provided by the UCI.

UCI uniforms will be worn **ONLY** at official missions and on **NO OTHER** occasion.

At ceremonies and meetings:

- Beige trousers or skirt (road, track, cyclo-cross, indoor cycling) and beige shorts (MTB, BMX, trials, cycle-ball);
- Blue shirt with UCI tie or scarf (road, track, cyclo-cross, artistic cycling) or blue polo shirt (MTB, BMX, trials, cycle-ball);
- Blue marine blazer (road, track, cyclo-cross, artistic cycling).

At events:

- At indoor venues such as indoor velodromes or sports halls: see "ceremonies and meetings";
- At the start of race venues (village, VIP zones): see "ceremonies and meetings", except the blazer which will be replaced



by the parka or the fleece jacket if necessary. If it is very hot, it will be up to the president of the commissaires' panel to decide whether the tie or scarf needs to be worn;

- Road races, in vehicles and on motorbikes: see "at the start of race venues";
- Track races outside; same uniform as for indoor venues. However, the wearing of the blazer and tie or scarf will depend on weather conditions (decision taken by the president of the commissaires' panel);
- MTB, BMX and trials: see "at the start of race venues";
- Cyclo-cross: see "at the start of race venues";

At awards ceremonies:

- The president of the panel, to accompany riders on the podium must wear the same uniform as for meetings.

Avoid carrying any advertising material or promoting any commercial products unless authorised to do so by the UCI.

You must also:

- ▶ avoid any attitudes which do not fit in with the job,
- ▶ use a form of language which is **polite and proper**,
- ▶ show **restraint under all circumstances**; the abuse of alcoholic drinks is **BANNED** from the beginning to the end of your mission including races that last several days.
- ▶ during the event: retain a dignified posture in the car.
- ▶ take the necessary rest so that you can successfully do your job as an international commissaire.



Only enough hours sleep will allow you to be in good shape for the long working days that are ahead of you.

▷ **respect for others =**

- ▷ Politeness and cordiality,
  - ▷ Never refuse to talk to people,
  - ▷ Contribute to the success of the event away from the actual race itself (public relations),
  - ▷ Avoid any discussion with the riders during or immediately after the race: this shows a flagrant lack of tact.
- ▷ **2 golden rules:**
1. if you want other people to respect you, you need to start by respecting other people.
  2. familiarity breeds contempt.

All international commissaires should always keep this short guide with them whenever they are on duty. It is an adviser and a friend who you should listen to and whose directives you should apply. By his behaviour, the international commissaire **must be and remain an example** under any circumstances.