



Swiss Triathlon Technical Official Education Program

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Introduction

This document lists and describes the Technical Official (TO) education program of Swiss Triathlon. The program is based on the ITU structures and therefore introduces new roles, certifications and pathways. An overview of it is provided in Appendix 1. The goal of the program is to provide suitable training for new and existing TOs on all levels. Further, the program is designed to meet the requirements regarding a first step into the direction of the ITU Accredited Technical Officials' Education Program (ITU ATOEP).

Building the TO Pool

The education program has four certification levels. Each level, its qualification and its prerequisites are described in detail in the following paragraphs.

To fulfill the demand of TOs, the program includes four regions with approx. 25 TOs and one region with approx. 10 TOs. The following table describes the minimal number of TO certifications per level and region.

Region	Regional TO 1	Regional TO 2	National TO	Continental / International TO
Team Romandie	12	8	3	2
Team Zürich/Ostschweiz	24	16	6	4
Team Mitte	12	8	3	2
Team Ticino	5	2	2	1
Total	53	34	14	9

Officiating Pathway

The four certification levels are built on top each other, i.e. in order to enter the next level, one has to complete all previous levels. Every level has its own prerequisites which have to be fulfilled before applying for the next level.

Each TO who enters the education program in 2016 or later the following pathway will apply:



For the existing TOs who were TOs prior 2016, the pathway can be shortened. The requirements for direct promotion are indicated in the following paragraphs for each level.

The Technical Commission of Swiss Triathlon (TC) and the Swiss Triathlon Executive Board (EB) are the only instances which can promote TOS. Once a year (latest November) the TC will decide on every change of certification.

This means, an TO who passed the RTO-1 level will gain the effective certification at the end of the season. Therefore, RTO-1 candidates who have passed the RTO-1 course as well as the exam will be labeled as RTO-0 for their first season. The same procedure is applied for the other levels. E.g. an RTO-1 who has successfully completed the RTO-2 course will stay RTO-1 until the end of the season.

The TC and the EB are the only instances which can rule exceptions regarding the pathway of any TO.

Regional Technical Official Level 1 – RTO-1

Role Descriptor

Following the successful completion of the theoretical and practical elements candidates will be eligible to officiate as Assistant TO at all national events. Further, they are also qualified to be Chief TO at local- & club events including Regio Cups.

Responsibilities

- **Assistant TO:** All national events
- **Chief TO:** Regio Cup, local- & club events
- **Race Referee / Assistant TD:** -
- **Technical Delegate:** -
- **International Events:** -

Prerequisites

- Be a minimum of 18 years of age
- Member of a Triathlon Club
- Experience in Triathlon or Duathlon
- Very basic knowledge of Swiss Triathlon rules
- Language skills: English and/or second national language
- Good social skills and assertiveness

Area of Training

- Familiarization with Swiss Triathlon rules.
- Roles & responsibilities of the TO.
- Developing soft skills.

Course Content

The course is a full day course (8h). The focus lies on Non-Drafting Rules.

In the first section, candidate will learn the fundamental responsibilities being a TO as well as the code of conduct. In further sections the Swiss Triathlon rules are reviewed and the theoretical background to each TO roles is learned. In the second half of the course, the theoretical knowledge is applied to close to real world scenarios. There are four hands-on workshops, each with a test situation. The workshops include the following sections: Drafting (candidates are on the back of motorcycle), license control, transition area, penalty box.

Evaluation

- 1.) Attend successfully the RTO-1 course.
- 2.) Pass all four workshop test situations.
- 3.) Pass the open-book exam.
- 4.) Pass mentorship process at first event.

Course conducted by

A NTO-2, CTO, ITO appointed by Swiss Triathlon.

Workshops may be partially conducted by RTO-2 candidates under supervision of at least one NTO.

Validation

- 1.) Every 3 years must revalidate his status by attending a course at the appropriate level.
- 2.) Minimum event involvement.

Prior 2016 Officials

- All existing TOs which have passed the 2016 Rule Test will automatically receive the RTO-1 certification with a validity until 2019.
- All existing TOs which have not passed the 2016 Rule Test will automatically receive the RTO-1 certification with a validity until 2017. This means, they have to revalidate their RTO-1 status in 2016 or 2017 by attending the RTO-1 course.

Regional Technical Official Level 2 – RTO-2

Role Descriptor

Following the successful completion of the theoretical and practical elements candidates will be eligible to officiate as Chief TO at all national events. They are able to take the responsibility of a certain area.

Responsibilities

- **Assistant TO:** All national events
- **Chief TO:** All national events
- **Race Referee / Assistant TD:** Regional Events (no ST Circuit, Pro Races, Juniors League, Youth League)
- **Technical Delegate:** -
- **International Events:** In special cases and approved by TC, e.g. exchange agreements with other national federations.

Prerequisites

- 1.) Min. 1 year as RTO-1.
- 2.) Min. 6 events in last 2 years.
- 3.) Extensive knowledge of Swiss Triathlon rules.
- 4.) Demonstrated willingness to undertake any role assigned.

Area of Training

- In depth review of rules for non-drafting races.
- Familiarization with rules for drafting races.
- Placing other TOs

Course Content

The course is an evening + full day course (12h).

In the first section, the Swiss Triathlon rules are reviewed and questions from past TO experiences are discussed. In the second part, candidates will gain insight in rules for drafting races. In the third part, the theoretical knowledge of how to assign other TOs is learned. In the last part, the theoretical knowledge is applied to real assignment of TOs. The candidates will lead one of the workshops of the RTO-1 candidates. They have to give them clear instruction about the situation, place them and if necessary correct them. Each workshop is supervised by a senior TO.

Evaluation

- 1.) Attend successfully the RTO-2 course.
- 2.) Pass Chief TO evaluation at workshop test situation.
- 3.) Pass the open-book exam.

Course conducted by

A NTO-2, CTO, ITO appointed by Swiss Triathlon.

Validation

- 1.) Every 3 years must revalidate his status by attending a course at the appropriate level.
- 2.) Minimum event involvement.

Prior 2016 Officials

- Each region can select up to 3 direct RTO-2 candidates. These candidates will directly receive the RTO-2 status with validity until 2018. Minimum criteria: 3 years as an TO, min. 6 event in past 2 years, passed the 2016 Rule Test.
- Each region can select up to 2 RTO-2 candidates in 2016 and 2017. These candidates are eligible to take part in the RTO-2 course in 2016 or 2017. Minimum criteria: 2 years as an TO, min. 6 event in past 2 years, passed the 2016 Rule Test.

National Technical Official – NTO

Role Descriptor

Following the successful completion of the theoretical and practical elements candidates will be eligible to officiate as Race Referee or Assistant Technical Delegate at all national events. Further, they are also qualified to be Technical Delegate at regional events. Candidates are able to take the responsibility about major areas of the competition. E.g. the Race Referee is responsible to make final decisions on all rule violations reported by Technical Officials.

Responsibilities

- **Assistant TO:** All national events, World Triathlon Series, Multisport Championships, World Cup, Triathlon Continental Championships
- **Chief TO:** All national events, Multisport Continental Championships, Continental Cup
- **Race Referee / Assistant TD:** All national events, Multisport Continental Championships, Continental Cup
- **Technical Delegate:** Regional Events (no ST Circuit, Pro Races, Juniors League, Youth League)
- **International Events:** if approved by TC.

Prerequisites

- 1.) min. 1 year as RTO-2.
- 2.) min. 6 events in last 2 years.
- 3.) Basic knowledge of ITU rules
- 4.) Demonstrate leadership qualities and willingness to continue on pathway.

Area of Training

- ITU Competition Rules.
- Roles at Events.
- Event Protocol.
- Case Studies.

Course Content

The course is a full and a half day course (15h) with the following content:

- History
- Code of Behavior
- Officiating Principles
- Safety
- TOs assignments
- ITU Competition Rules

- Paratriathlon rules
- Long Distance rules
- Cross Triathlon Rules
- Duathlon
- Indoor Rules
- Winter Triathlon
- Differences between NF and ITU Rules
- Forms
- Pre-Race Procedures
- Race Day procedures
- Post day procedures
- Case studies

Evaluation

- 1.) Attend successfully the NTO course
- 2.) Pass the open-book exam
- 3.) Practice on an ITU event within 6 months from course date.

Course conducted by

ITU

Goal: ITU ATOEP

then Swiss Triathlon: a CTO, ITO appointed by Swiss Triathlon preferable with ITU facilitator accreditation.

Validation

- 1.) ITU: Every 4 years must revalidate his status through ITU development e-platform
- 2.) Swiss Triathlon: Every 4 years must attend a course at the appropriate level.
- 3.) Minimum event involvement.

Prior 2016 Officials

Depending on the region's distribution each region can propose direct NTO candidates. These candidates will receive the status Swiss Triathlon NTO (no ITU Level 1 & no international events) with a validity until 2018. Swiss Triathlon will organize at least one ITU NTO seminar in that timespan in order to provide the opportunity to revalidate their status. Minimum criteria: 4 years as an TO, min. 6 event in past 2 years, passed the 2016 Rule Test.

Continental & International Technical Official – CTO & ITO & Temporary: NTO Level 2

Role Descriptor

Following the successful completion of the theoretical and practical elements candidates will be eligible to officiate as Technical Delegate at all national events. Candidates are able to take the responsibility about all technical areas of the competition. Further they are responsible to coordinate all TOs at the event.

Responsibilities

- **Assistant TO:** All events.
- **Chief TO:** CTO: World Triathlon Series, Multisport Championships, World Cup, Triathlon Continental Championships; ITO: All events.
- **Race Referee / Assistant TD:** CTO: World Triathlon Series, Multisport Championships, World Cup, Triathlon Continental Championships; ITO: All events.
- **Technical Delegate:** CTO: Multisport Continental Championships, Continental Cup ITO: All events.
- **International Events:** yes.

Prerequisites

CTO – nomination by European Triathlon Union (ETU):

- 1.) min. 2 years as NTO
- 2.) min 4 ITU events in the past 4 years

ITO – nomination by International Triathlon Union (ITU):

- 1.) Two (2) years minimum as CTO level.
- 2.) Minimum four (4) ITU Events within four (4) previous years as Technical Delegate, with at least one of these assignments, the year before the seminar.

Area of Training

CTO:

- Technical Official Guide.
- Event Organizers Manual.
- Technical Documentation.
- Case Studies.

ITO:

- World Cups & World Triathlon Series Technical Requirements
- Multisport World Championships Technical Requirements
- Case studies from previous World Championships, World Cups & Major Multisport Events
- Olympic Games
- Paralympic Games

- Youth Olympic Games Policies & Procedures
- Case studies from previous Olympic Games
- Sustainable and Eco-friendly events
- Paratriathlon operations

Course Content

Determined by ITU.

Evaluation

- 1.) Attend successfully the CTO/ITO course
- 2.) Pass the exam

Course conducted by

ITU

Validation

- 1.) CTO: Every 4 years must revalidate his status through ITU development e-platform
- 2.) ITO: Every 4 years must attend a seminar at the appropriate level.
- 3.) Minimum event involvement.

Prior 2016 Officials

All Oberschiedsrichter (OSR) prior 2016 will be transferred to a NTO Level 2 status (they will not receive any ITU Level 2 & 3 with it), if they do not obtain a higher certification already, with validity until 2018. This is only a temporary state, there is no other possibility to obtain the NTO-2 status as to be OSR prior 2016. i.e. there will be no NTO-2 course.

Validation & Downgrading

If a TO fails to revalidate his certification (Example: TO with RTO-2 status and validity until 2017 did not attend a course at his level in 2016 and 2017) the TO has two options:

- Can choose to be set inactive. This means the TO is no longer eligible to serve as TO until she/he reactivated his status by attending a course at the appropriate level.
- Can choose to be downgraded by one level (Not possible as RTO-1). The TO will remain active within the downgraded level. The specific TO will be given the opportunity to get his/her previous certification level, by attending a course at the appropriate level during the first year following his/her downgrading. If they not do so, he/she will have to fulfill all of the pre-course requirements again before attending a course of a higher level.

If TOs do not meet the minimum event involvement (3 events/year) in 2 consecutive years, their status is automatically set to inactive.

Appendix 1: Overview Swiss Triathlon Technical Officials' Certification Program

Certification Level	Responsibility for Event				International Events	Prerequisites	Evaluation	Area of Training	Course conducted by	Validation
	as Technical Delegate	as Race Referee, Assistant TD	as Chief Technical Official	as Assistant Technical Official						
Regional TO-1 (RTO-1)	-	-	Regio Cup, local- & club events	All national events	-	See Swiss Triathlon prerequisites to become a Technical Official	1.) Attend successfully the RTO-1 course 2.) Pass all four workshop test situations 3.) Pass the open-book exam 4.) Pass mentorship process at first event	Familiarization with Swiss Triathlon rules. Roles and responsibilities of the TO. Developing soft skills.	Swiss Triathlon	1.) Every 3 years must revalidate his status by attending a course at the appropriate level. 2.) Minimum event involvement.*
Regional TO-2 (RTO-2)	-	Regional Events (no ST Circuit, Pro Races, Juniors League, Youth League)	All national events	All national events	In special cases and approved by TC	1.) min. 1 year as RTO-1. 2.) min. 6 events in last 2 years. 3.) Extensive knowledge of Swiss Triathlon rules. 4.) Demonstrated willingness to undertake any role assigned.	1.) Attend successfully the RTO-2 course 2.) Pass Chief TO evaluation at workshop test situation 3.) Pass the open-book exam	In depth review of rules for non-drafting races. Familiarization with rules for drafting races. Assign other TO.	Swiss Triathlon	1.) Every 3 years must revalidate his status by attending a course at the appropriate level. 2.) Minimum event involvement.*
National TO (NTO)	Regional Events (no ST Circuit, Pro Races, Juniors League, Youth League)	All national events, Multisport Continental Championships, Continental Cup	All national events, Multisport Continental Championships, Continental Cup	All national events, World Triathlon Series, Multisport Championships, World Cup, Triathlon Continental Championships	If approved by TC	1.) min. 1 year as RTO-2. 2.) min. 6 events in last 2 years. 3.) Basic knowledge of ITU rules 4.) Demonstrate leadership qualities and willingness to continue on pathway.	1.) Attend successfully the NTO course 2.) Pass the open-book exam 3.) Practice on an ITU event within 6 months from course date.	ITU Competition Rules. Roles at Events. Event Protocol. Case Studies.	ITU (Swiss Triathlon if ITU ATOEP)	1.) ITU: Every 4 years must revalidate his status through ITU development e-platform 2.) Swiss Triathlon: Every 4 years must attend a course at the appropriate level. 3.) Minimum event involvement.*
CTO & ITO & Temp: NTO-2	CTO: Multisport Continental Championships, Continental Cup ITO: All events	CTO: World Triathlon Series, Multisport Championships, World Cup, Triathlon Continental Championships ITO: All events	CTO: World Triathlon Series, Multisport Championships, World Cup, Triathlon Continental Championships ITO: All events	All events	yes	CTO nomination by ETU: 1.) min. 2 years as NTO 2.) min 4 ITU events in the past 4 years ITO: see ITU regulations.	1.) Attend successfully the CTO/ITO course 2.) Pass the exam	CTO: Technical Official Guide. Event Organizers Manual. Technical Documentation. Case Studies. ITO: see ITU	ITU	1.) CTO: Every 4 years must revalidate his status through ITU development e-platform 1.) ITO: see ITU 2.) Minimum event involvement.*

*If TOs do not meet the minimum event involvement (3 events/year) in 2 consecutive years, their status is automatically set to inactive.