
Commissaire Code of Conduct – GOV-003

INTRODUCTION

It is vital that the Commissaire respects certain rules of conduct, which inspire confidence and respect for the role he / she is given. He / she must act as the ambassador for Saskatchewan Cycling Association (SCA), Canadian Cycling Cyclisme' (CCC), and International Cycling Union (UCI) throughout Saskatchewan, Canada, the rest of the world, and defend its image.

PURPOSE

This code of conduct is intended to be the guidelines for Commissaires at all levels and a reference for all parties involved in SCA cycling events.

The purpose of this Code is to ensure a safe and positive environment by making Commissaires aware that there is an expectation of appropriate behavior consistent with this Code. The SCA supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect and fairness.

SCOPE

Applies to all Commissaires in Saskatchewan at all levels.

POLICY

Commissaire Code of Conduct Built on Four Principles

Respect for Participants

- Do not discriminate against athletes
- Have a responsibility to respect and promote the rights of all athletes
- Interact with others in a manner that enables all participants in sport to maintain their dignity
- Build mutual support among all stakeholders

Responsible Officiating

- Basic ethical expectation that the activities of officials will benefit the sport in general and participants in particular will not do harm
- Performed by Commissaires who are 'well prepared and current' in their discipline
- Recognize the power inherent in the position, accept the responsibility to work with other Commissaires and professionals in sport

Integrity in Relationships

- Officials are expected to be honest, sincere, and honorable in their relationships with others
- Possess a high degree of self-awareness and the ability to reflect critically on how their perspective influence their actions and interactions with others

Honoring Sport

- Recognize, act on, and promote the value of sport for individuals and teams and for society in general
- Act on and promote clearly articulated values related to officiating and sport
- Encourage and model honorable intentions and actions in their Commissaires practice
- Show high regard for and promote the value of sport in Canadian society and around the world

Commissaires have the responsibility to:

- Ensure that the competitors act within the letter and intent of the laws governing the sport as interpreted by SCA, CCC, and UCI
- Help encourage and instill an attitude of determination and drive for competitive excellence while promoting a spirit of good sportsmanship

Commissaires shall:

- Be totally fair, honest and impartial
- Maintain an emotional calm and poise in any and every situation
- Take pride in doing the best job possible
- Master the rules of cycling, and the actions necessary to enforce the rules
- Respect the rights of the competitors, coaches, and spectators
- Cooperate fully with the other Commissaires and SCA
- Act as an ambassador of the SCA by agreeing to enforce and abide by international, national, and provincial rules and regulations
- Give complete attention to the task at hand
- Dress in appropriate attire for officiating and be well-groomed
- Communicate, both verbally and non-verbally, in a clear and proper manner
- Refrain from unsportsmanlike or uncouth behavior
- Act in a manner that entitles the respect of competitors, coaches, fellow Commissaires and spectators
- Maintain and update their knowledge of the rules and rules changes
- Work within the boundaries of their position's description while supporting the work of other officials
- Take ownership of actions and decisions made while officiating
- Respect the rights, dignity, and worth of all individuals
- Act openly, impartially, professionally, lawfully, and in good faith
- Be fair, equitable, considerate, independent, honest, and impartial in all dealings

- Respect the confidentiality required by issues of a sensitive nature, which may include ejections, defaults, forfeits, discipline processes, appeals, and specific information or data about Individuals
- Honor all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform the assignor or the SCA at the earliest possible time
- When writing reports, set out the true facts
- Take the necessary rest to be in good shape during the event
- Abide by the SCA policy for the use of social medias
- Always uphold any joint decision made by the Commissaires' Panel
- Declare and avoid conflicts of interest
 - Commissaires shall be free of obligation to any interest other than the impartial and fair judging of sports competitions. Commissaires shall recognize that anything which may lead to a conflict of interest, either real or apparent, must be declared and avoided
 - Commissaire conflict of interest is defined as 'any situation which would cause a reasonable person to question the integrity or fairness of a Commissaire'. Examples include, but are not limited to, officiating in a sport where the Commissaire also competes as an athlete, or working as a Commissaire at competitions where a family member participates
 - **Competing in the same sport as working as a Commissaire in a level of decision-making, such as a 'Chief' Commissaire at all levels, would be an implicit violation of the core concept of "Commissaire neutrality" as to decision-making and outcome and is deemed a fundamental restriction**
 - **Working as a Commissaire at any level where the said Commissaire has a family member participating will be subject to prior review and approval by the SCA, along with a mandatory restriction that said Commissaire will not partake in, influence, or make decisions affecting the outcome of any infractions or disciplinary actions applied to the participating family member which is an implicit violation of the core concept of "Commissaire neutrality" as to decision-making and outcome and is deemed a fundamental restriction**
 - Gifts, favors, special treatment, privileges, employment or a personal relationship with a club or team which can compromise the perceived impartiality of a Commissaire must be avoided
 - Ultimately, the perception of a conflict of interest can damage a Commissaire's credibility

Commissaires shall not:

- Publicly criticize the actions or appearance of another Commissaire, or any Club, or the SCA, or agree with negative comments about another Commissaire
- Be party to any actions that restrict access to appropriate officiating opportunities to any other official
- Argue with coaches, competitors, or spectators
- Let personal feeling affect the way the job is performed
- Publicly justify a decision made by the Commissaires' Panel in any competition

- Post photos / videos of internal operations, incidents, or engage in any debates in social media regarding SCA activities

COMPLIANCE

1. Commissaires are expected to follow the SCA Commissaire Code of Conduct, SCA Code of Conduct, Cycling Canada Officiating Code of Conduct, and UCI Code of Conduct for Commissaires.
2. This Code applies to Commissaires' conduct during the SCA's business, activities, and events including, but not limited to, competitions, practices, tryouts, training camps, travel associated with the Association's activities, the Association's office environment, and any meetings.
3. This Code also applies to Commissaires' conduct outside of the SCA's business, activities, and events when such conduct adversely affects relationships within the SCA and / or its Members (and its work and sport environment) and is detrimental to the image and reputation of the SCA. Such jurisdiction will be determined by the SCA at its sole discretion.
4. A Commissaire who violates this Code may be subject to sanctions pursuant to the SCA's *'Discipline and Complaints Policy'*.
5. A Commissaire of the Association found to have breached this code of conduct will be subject to appropriate disciplinary action, as applicable. Violations could result in a warning, reprimand, access restrictions, suspension of Commissaire license and other disciplinary actions up to and including termination of employment / contract, as applicable.

DEFINITIONS

Term	Definition
SCA	Saskatchewan Cycling Association.
UCI	Union Cycliste Internationale / International Cycling Union
CCC	Cycling Canada Cyclisme'
Commissaire	Commissaires are the sports officials that supervise races in each cycling discipline. Their responsibilities are to ensure a safe and fair play competition, in accordance with SK / CCC / UCI Rules and Regulations.
SCA Provincial Chief Commissaire	Elected or appointed person in charge of Commissaires in Saskatchewan for each discipline – Road / CX, MTB, and BMX.

Approved By:	<i>SCA Board of Directors</i>
Original Version Approval:	<i>May 10, 2022</i>
Current Version Approval:	<i>April 25, 2023</i>
Next Review Date:	<i>2025</i>