



STATE
OFFICIATING
ACCREDITATION
PROGRAM



MANUAL

Welcome and Introduction

Welcome to the BMXA State Officiating Accreditation Program which has been prepared by BMX Australia.

The course materials include:

- A BMX Australia on-line State 2 Officiating Accreditation Manual
- A BMX Australia on-line State Theory Assessment, including Code of Behaviour Agreement.
- A BMX Australia State Officials Practical Assessment workbook.

In order to be recognised as an accredited BMXA State Commissare a candidate must successfully complete all theoretical and practical elements of the accreditation program.

This includes completing and passing the Theory assessment and being assessed on the practical aspects of the accreditation program by an accredited BMXA assessor. You must be able to competently perform the duties of a Commissare at State level before being awarded the State Commissare accreditation. Once attained, your accreditation will be valid for four years. To maintain your accreditation during this period you will be required to:

- Officiate at a minimum of two R level events or above per year
- Officiate at a minimum of 2 category (ST) or above events over the 4-year period
- Have a valid WWCC from your State or Territory
- Have a current BMXA membership (a minimum of Volunteer membership)

This process ensures that your skills and knowledge remain up to date and you are protected by BMXA's insurance cover.

[Click here](#) to learn more about the categories of BMXA events.

The Table of Contents on the next page, outlines the State accreditation program that will provide you with appropriate training and skills so that you are capable of competently planning, organising and conducting BMX events. This includes the safety and enjoyment of riders, spectators and the general public. The modules will require you to learn, understand and apply basic rules to BMX racing at R level and above including State & National level competition. If you have any concerns while undertaking this accreditation program please contact your State Officiating Director for guidance.

It is expected that you read through this manual and familiarise yourself with the content prior to attending your State Officials Course.

After completing your State Officials accreditation, you may choose to progress to National Level Commissare accreditation, and ultimately to International (UCI) accreditation via an Elite National Commissare (ENC) accreditation in support of our sport. We wish you success and satisfaction in your capacity as an Commissare in the sport of BMX. Your contribution is very much appreciated.

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GENERAL INFORMATION

Objects of the Manual

The purpose of this State Officiating Accreditation Program Manual is to provide a common procedural reference guide for all BMX Commissaires. The broad objectives of the manual are to:

1. Provide a consistent basis for the application of the rules for BMX competition throughout Australia;
2. Supply Commissaires with a set of operating guidelines in the administration of BMX competition throughout Australia; and
3. Serve as a reference text for Commissaires Courses provided by BMXA and State Associations.

Accreditation Program Prerequisites

Participants must:

- Be at least 16 years of age upon application to be eligible for accreditation, and
- Be a currently accredited Club Commissaire
- Hold a current BMXA membership (minimum of a Volunteer membership)
- Hold a current WWCC from their state or territory
- Have completed the SportAUS On-Line [Community Officiating General Principles](#)

Officiating Accreditation / Re Accreditation

After you complete the theory requirements of this course, including the Code of Behaviour Agreement you will be entered onto BMXA Commissaires database as a Provisional State Commissaire. This means you can officiate in roles of a State Commissaire while you are completing your practical assessments. Once your practical assessments are successfully completed, your accreditation will be upgraded to State Official.

The BMXA Commissaires Accreditation program provides quality assurance in the area of Commissaires' development through education and training. Our expectation is that through the BMXA Officiating program the quality of Commissaires in Australia will be enhanced, providing a solid base for the growth and prosperity of the sport of BMX in Australia.

Commissaires who have met the minimum competency standards as prescribed by the BMXA Officiating program will be accredited for a period of four years. In order to meet the minimum re-accreditation requirements (for another four-year period) you must officiate at a minimum of two R level or above events per year and a minimum of two ST category or above events over the four-year period. Your accreditation can also be updated by achieving National Commissaire status during the four years.

[Click here](#) for more details regarding the next level of accreditation or contact BMX Australia on officials@bmxaustralia.com.au or (02) 9008 1300.

General Requirements of an Commissare

In many respects Commissares are the face of the sport of BMX in Australia (excluding the riders) to club members, spectators and the general public. To some extent Commissares should be invisible, allowing the focus to be on the riders. At the same time Commissares need to be in control at the various events for which they are responsible. It is essential that you set and maintain high standards and always behave in an appropriate manner. As a result, our sport will be reflected in a positive light in the community. As a Commissare you should present yourself in a tidy and efficient manner at all times at all events, even if uniforms are not supplied.

You should conduct competitions in a fair and impartial manner, displaying equity to all competitors. Commissares must be consistent in their application of the rules, keeping in mind the objective of providing an enjoyable and satisfying experience for all involved (including you). Remember that club events are not the World Championships! Conflicts of interest should be avoided where possible; however, it is understandable that in some instances, particularly at events where your family members may be competing, this may occur. In these instances, be careful in your decision making process to avoid accusations of favouritism or bias.

Whilst it would be ideal to find more volunteers than required to fulfil all tasks at BMX competitions, it is quite likely that this will not be the case. It is the duty of the Chief Commissare to ensure that all tasks are undertaken with the object of providing a safe and even competition for all competitors. Safety must be your primary consideration and the material presented in Module 1 will assist you in your efforts of understanding and competently creating a safe environment.

Cycling Structure

The International Cycling Union, usually referred to as the UCI (Union Cycliste International), is the peak body of world cycling. Founded in Paris in 1900 the UCI has two commissare languages, French and English, with English now commonly used as the primary language. Located in Aigle, Switzerland, the UCI is responsible for all major world Cycling events, which include the BMX, Mountain Bike, Road and Track cycling.

In Australia, BMX Australia controls the sport of BMX Racing. All Australian BMX Championships are conducted by and remain the property of BMXA. BMXA members include the State Associations and the individual members of every club in the country.

Upon completion of this State Commissares Course, you will be accredited to officiate at your club events, interclub events, State Open/Series events and State Championships. This level of accreditation does not authorise you to perform key duties at National Championships however you may be able to be part of the commissares team at the discretion of BMXA. Should you desire to be a commissares co-ordinator at National level events you will be required to complete subsequent courses (/National Commissares Courses) and be assessed as competent. Once completed successfully you could then nominate to be appointed at National events.

The highest standard of cycling accreditation attainable is that of UCI International Commissare. To undertake the UCI Commissare Course you must be aged between 25 and 50 years of age, have a number of year's experience at National level events and have successfully completed the ENC course and be endorsed by BMXA.

Details of Insurance Cover for Members of BMX Australia

In Australia membership of BMXA provides each member with a certain level of insurance cover. This cover exists for members in racing and training activities and importantly for commissares and coaches in the performance of their duties. Specific information regarding membership insurance cover can be reviewed on the BMXA website.

Once you have completed the accreditation program you must ensure you remain as a valid Commissare and your name appears on the list of valid Commissares on the BMXA website and the BMXA App. Your accreditation will become invalid if you let any of the following expire:

- Your BMXA membership
- Your WWCC screenings
- Your accreditation

Your accreditation will appear on your Virtual Licence which can be down loaded on the BMXA App. Your Virtual licence permits the Chief Commissare at club, state or national events to check on the accreditation status of any Commissare. If a Chief Commissare has a person make technical decisions regarding a bicycle race and they are not a valid Commissare then the Chief Commissare may be liable.

Please ensure all Commissare are valid to ensure that liability insurance is valid.

Please review the BMXA website for current insurance coverage as the insurance policies change periodically.

MODULE 1 – Advanced Roles & Responsibilities of BMXA 2 State Commissares

The roles and responsibilities of commissares are consistent at all levels of competition and participation whether it is at a training or practice session, club race meeting or championship level BMX event. It is important you take a lead role in the safety, fairness and enjoyment of all competitors, commissares and spectators.

At regional and state level competition the demands and expectations on commissares is much higher than it is at club level but the basic officiating principles remain the same.

1.01 BMXA Code of Conduct

Every member of BMXA is required to adhere to its Code of Conduct. As a Commissare you are expected to monitor, encourage and ensure that the conduct of all members is consistent with BMXA's Code of Conduct.

1. Purpose

The purpose of the Code of Conduct (Code) is to describe the type of behaviour which BMXA is seeking to promote and encourage members and supporters to adopt.

2. Governance

The Code shall be known as BMX Australia's Code of Conduct. The Code shall govern the conduct of all persons formally associated with BMX within Australia. In particular, it shall apply to:

- Persons acting for and on behalf of BMXA
- Athletes, coaches, managers and support staff of BMXA
- Persons participating in BMXA sanctioned events
- Commissares volunteers and support personnel assisting or conducting BMXA events
- BMXA appointed Delegates and employees of BMXA

3. Key Principles

- BMXA wishes to operate in an environment where people show respect for others and their property. Respect is defined as consideration for another's physical and emotional well being and possessions, to ensure no damage or deprivation is caused to either.
- BMXA wishes to operate in an environment that is free from harassment. Harassment is defined as any action directed at an individual or group that creates a hostile, intimidatory or offensive environment. Refer to BMXA's Member Protection Policy.
- BMXA wishes to operate in a non-discriminatory environment. Respect the right, dignity and worth of every human being – within the context of the activity; treat everyone equally regardless of gender, ethnic origin or religion.

- Persons to whom this Code applies acknowledge and agree to comply with the disciplinary and grievance procedures promulgated by BMXA. If any disciplinary action is taken, persons directly affected shall be given the opportunity to participate in those proceedings and the right to appeal against any decision against them.

4. Key Elements

All persons who are bound by this Code shall:

- Act in a manner which is compatible with the interests of BMXA
- Accord people involved in cycling with the appropriate courtesy, respect and regard for their rights and obligations
- Treat people's property with respect and due consideration of its value
- Show a positive commitment to BMXA's policies, rules, procedures, guidelines and agreements
- Respect the law and customs of the places they visit
- Respect the confidentiality of information which they receive in the course of fulfilling their duties
- Uphold the standing and reputation of cycling within Australia
- Not misuse provided funds or property belonging to another party
- Observe and comply with the Anti Doping Rules set out in the BMXA Doping Policy

5. Unacceptable Behaviour

This list provides examples of behaviour deemed to be unsuitable and not in the best interests of the sport.

- 'Sledging' other athletes, commissaires or event organisers. Sledging is defined as a statement that is deemed to denigrate and/or intimidate another person, or behaviour likely to constitute emotional abuse
- Excessive use of alcohol, acting in a way that becomes a public nuisance, or creating a public disturbance
- Damaging another person's property or depriving them of that property
- Sexual relations between an appointed commissaire and a junior athlete (under the age of consent), irrespective of the wishes and desires of the athlete. In all other cases such relations are strongly discouraged
- Any physical contact with athletes that is inappropriate to the situation and unnecessary for the further development of the athlete's skill
- The use or encouragement of the use of banned substances. (The banned substance list is as outlined under BMXA's Anti-Doping Policy.)
- Statements which are deemed to denigrate the group that an individual is representing
- Any type of gambling, betting or organisation of betting at any BMX event, while competing, officiating or undertaking a management role
- Any form of harassment.

1.02 Duty of Care for State Commissare

As the responsible person supervising and controlling a cycling competition, the Commissare is expected to discharge a duty of care to all associated or interacting with the event. A Commissaire needs to ask the following questions when undertaking any activity associated with the conduct of a BMX competition:

Do I owe a duty of care to the participant and if so, is the risk of any injury reasonably foreseeable?

A duty of care depends on establishing some relationship between the parties. If an injury occurs, the courts will ask whether the relationship between the parties was such that the defendant should have foreseen that his or her negligent act would lead to the damage suffered by the participant.

Although the question needs to be answered for each situation, it would be reasonable for the Commissare to assume that they do owe a duty of care to competitors, other Commissares, spectators and the general public what may in some way or other interact with a cycling competition.

What is the standard of care that must be achieved?

The test for the required standard of care is how a reasonably prudent person would have acted in the same situation. The law has developed this reasonable person test but what is reasonable will depend on the particular circumstances existing at the time. For example the standard may vary depending upon:

- The type of activity – Generally, the more hazardous or risky the activity is deemed to be, the greater the duty of care that is owed to the participant
- The age of the participant – Generally, the younger the participant, the greater the duty of care that is owed. Similarly, frail or aged adults may place greater demands on supervision
- The Commissares / other volunteer's level of training and experience – The more highly trained and experienced a person is the greater standard of care that is expected. For example, a higher standard of care would be expected from a trained Commissare than from someone who is volunteering and who may have undertaken minimal training

What steps can I take to avoid the foreseeable risk of harm or injury?

Commissares should take all reasonable steps to prevent injury. To help establish the 'reasonable steps' the commissare should help develop a risk management plan for the club and the programs or activities it conducts. The state departments of sport and recreation have developed their own comprehensive risk management manuals for sport and recreation organisations. You may care to contact them to see if that material assists you. The following section of this module should also assist.

1.03 Safety and Risk Management

When participating in any sporting activity one must be aware of the associated risks and BMX is no different. While BMX may present certain risks, they should be eliminated or minimised as much as possible to create a safe and enjoyable environment for all. As commissare's we need to take positive action to eliminate and reduce the likelihood of accidents by identifying, evaluating and responding to risks before accidents occur. This process is called Safety and Risk Management.

Effective risk management practices include the identification, assessment and reduction of risk and the implementation of risk management plans

Risk Identification

A check through the records of the club will generally indicate previous areas where risk can be attributed. Of course, previous experiences may have been unusual occurrences, but generally they will provide a reasonable guide to some of the potential areas of risk for the club. Drawing on known experiences of other BMX clubs will provide additional information. Participants and experienced Commissaires should be consulted with a view of assembling a detailed picture of risk areas.

Risk Assessment

Risk assessment follows risk identification. Risks must be assembled and dealt with in priority order. Commissaire may choose to analyse and classify risks as:

- High risk (frequent accidents with severe consequences – the strategy should be to avoid such risks)
- Moderate risk (infrequent accidents with major loss – the strategy may be to take out insurance)
- Moderate risk (frequent accidents with minor loss – the strategy may be to manage the risk)
- Low risk (infrequent accidents with minor injury – the strategy may be to accept the risk)

Risk reduction

Once risks have been identified and assessed it is good practice to implement an appropriate risk reduction campaign. Risk reduction may lower the frequency and severity of accidents and injuries and may even help maintain or reduce insurance premiums payable.

Risk management plan evaluation

Once implemented the plan should be continually reviewed and evaluated. This will require monitoring records and accident reports. Communication of the risk management plan to all involved in the running of the club is recommended.

Qualified and accredited medical attendant/s must be present at all times during a BMX event.

Some technical regulations included in this manual are the result of previous safety and risk management evaluations. For example the requirement that all competitors before, during and after an event when riding a bike are required to wear a helmet.

1.04 Competition Duties of a State Commissaire

As a Commissaire you will need to make decisions constantly relating to risk management practices (in real time and in situations where considerable pressure may exist). It is imperative that BMXA, its members and Commissaires reduce risk and provide safe competition. The following questions are designed to get you thinking about your assessment of a variety of situations you may encounter while officiating at a BMX event.

Should I remove a participant who persistently breaches the rules or uses any violence against another competitor?

- Should I strictly enforce the safety rules designed to prevent injuries?
- Should I stop the event when the safety of competitors is threatened by outside influences i.e. Weather/ lightning?
- Should I ensure that only proper authorised equipment is used?
- Should I ensure safety guidelines including blood and infectious disease policies are applied?

Each Commissare needs to be confident that their decision is commensurate with the response / actions of another person in a similar situation. At times you may be criticised for your decisions, however the more experience that you gain by performing your duties, the easier you should find the decision making process.

Officiating Decisions:

- Is it Safe?
- Is it fair?
- Is it logical?
- What happened?
- Is it against the rules?
- How did the action affect the result?

1.05 Do's And Don'ts For Commissares

The following suggestions are the result of many years of Officiating experience and are provided in the hope that they will assist you.

Do:

- Know the rules and stick to them
- Concentrate on your duties
- Carry a rule book to all events (don't stand there reading it as it gives the impression that you might not know the rules). Have it available as reference if required.
- Make sure you have the latest rule changes in your rule book
- Be fair and unbiased
- Be courteous and calm in dealing with other commissares, riders, parents, coaches, and spectators
- Be consistent and firm – once you have made a decision stick with it (note that if you become known as someone who changes decisions you may end up having a never-ending stream of arguments in the hope that you may change a decision). Where you have made a mistake be courageous enough to admit it and seek to remedy the situation as soon as possible
- Make sure the penalties that you impose are fair and appropriate to the rules. Be neither lenient or excessive with penalties
- Always present yourself in a professional manner – clean and tidy
- If the situation is not covered in the Rule Book, review all facts then make a sensible and practical decision

Don't

- Overlook rules or infractions – let the riders know that you are watching and at least give a warning where an infraction has occurred
 - Show favouritism
 - Allow conflict of interest to interfere with fairness
 - Turn up to an event under the influence of alcohol or drugs
 - Look sloppy or act unprofessional
 - Think you know everything
 - Abuse riders or other commissaires (either physically, verbally or psychologically)
 - Use improper language
 - Gossip about your fellow commissaires or about their decisions
-
- Bet on BMX events
 - Officiate when you are obviously tired and not at your most alert

The above recommendations may not solve all your problems but heeding them may help you avoid a number of problems that could be difficult to manage.

MODULE 2 – State and Open Competition Management

2.01 Performance Psychology

The study of performance psychology is increasing across all sports and as a sports official it is up to you to keep up to date with many of the techniques and principals that are involved in its study. All athletes and officials at the top level are talented, but what really separates them from all the others? After a close study, one can see that they are confident, calm, knowledgeable, and usually well respected. Did they attain these attributes by simple experience? In most cases you will find the answer to be no and the study of performance psychology will show you what a great asset to the commissaire studying and evaluating one's performance is. BMX commissaires find themselves in situations where we must perform all the time and the higher up in category one goes, the more stress there will be involved. The Chief Commissaire must have the ability to manage and lead a team of commissaires. The commissaires must play their role in the team and focus on their area of responsibility and where required provide a positive contribution to the team effort.

Putting on your race face

Over the past years several of the top commissaires in Australia have developed a technique, which is very specific to cycling commissaires. This technique for getting "PSYCHED UP" before an event is called putting on your race face. Putting on the race face is a highly personal experience and each commissaire must develop their own techniques but it is important to do so. No matter what level of officiating you reach, there are basic principals and beliefs that should be adhered to over time. Similar to a BMX athlete practising their technique and familiarising themselves with a BMX track before a race, a commissaire should prepare themselves and know the rules the event will be run under, the program, where they will position themselves. The commissaire should be well prepared before an event and be ready to go before racing commences with their Race Face on and focused on their duties.

2.02 Stress management

There are many aspects of a BMX event that need management of one kind or another but the first place that management should occur is of the commissaire themselves by themselves.

What is stress?

The technical definition of stress implies the body's response to any demand; or the demand placed on a system. Nobody can escape stress because to eliminate it would mean the destruction of life. We are controlled by stressful situations everyday. It is the spice of life. It is the driving force in people that causes them to create, i.e. arts, science, business and sport. There are two forms of stress. Eustress is extremely pleasant and stimulating. The other is distress. As commissaires, we must learn how to handle distress so we can always exhibit a professional image. Mismanaged stress or an overabundance of stress is a possible cause in coronary heart disease, gastro internal disorders, dermatological problems, severe nervous conditions and neurosis. We, as commissaires, probably became involved in this sport for fun and an escape from our normal daily pursuits. We should not then let stress influence us when we are acting as commissaires. People under stress make mistakes.

When you are Chief Commissaire at a race, everyone is looking at you for decisions, not an “I don’t know” attitude. Basically, stress is a perceived threat in any of three areas:

1. It can be a physical threat, as when we get sick or suffer an injury,
2. It can be social, such as feeling excluded from a group that is important to us, or
3. It can be psychological, as in feeling incapable of completing a task.

Following are positive ways to cope with stress:

Be aware of Stress It is important that you know what types of stress affects you, and how you can cope with them. Although this may seem obvious, many individuals deny they are under stress or try to laugh it off. While one may deny stress psychologically, the body knows the true story. It continues to function as if facing stress, thus producing headaches, back pains, ulcers, high blood pressure, etc. Recognising stressful situations is the first step to changing your unproductive habit patterns.

Be objective not emotional when under stress, it is critical that one thinks objectively and not responds emotionally. It is important that you separate facts from feelings. This is the most vital step in coping with stress, yet the most difficult. Once we move to a factual level, coping with stress can become a regular routine.

Have a general plan. Stress is increased only when one feels helpless and doesn’t know how to react. A plan gives you direction and reduces the feeling of helplessness. The plan should vary according to the degree of stress. It is important to possess alternate plans; having several options will diminish the feeling of desolation.

Collect facts and information Once you have developed a plan, it is imperative that you collect as much information as possible. Knowledge produces confidence. You can anticipate the stress and your response to it. By obtaining information, we remove ourselves further from the mystique of the stress. It becomes something understood not feared. Our reaction to it can be more objective.

Be organised Armed with a plan and the facts, you must now organise them so that dealing with stress becomes routine. Organisation makes two important contributions to the management and control of stress. It makes events predictable and enables us to gain and maintain control. Remember, stress is worsened only if we feel things are out of control.

Develop a repertoire of stress reduction techniques. Everyone should have at their disposal several stress reduction techniques that they practice regularly – physical exercise, progressive relaxation, biofeedback, self-massage, meditation, control breathing, and time for oneself. A personal program of these techniques can be developed by using a combination of the above methods, or by formulating your own plan.

Be pro-active and make things happen. Nothing adds to our anxiety more than waiting for something to take place. That makes us victims of circumstance. Being pro-active means having a plan, collecting facts and being organised. By being pro-active you not only work off the energy that often accompanies stress, but also create a situation where you act rather than react. It is another way in which you can produce predictability and control.

Use mental techniques You must feel confident of handling stress successfully. One-way of achieving this is to use visualisation, imagery and/or mental rehearsal. This method simply entails trying to remember instances in which you successfully coped with a stressful situation. Recall as vividly as possible what you did and how you did it. Recapture the feeling. If the stress is new to you, imagine what a successful strategy might be or envision someone you know who has successfully coped with the stress. Mentally rehearse what they would do and assimilate that behaviour. Mental rehearsal is like a tape you play in your head to prepare you for the stressful situation. The more you play it, the more it becomes automatic.

Get feedback Coping with stress is a matter of being trained. Thus, it is necessary to get feedback. Discover your strengths and weaknesses and what you might do to improve. Observe others. With practice, stress will no longer be an ominous creature ready to destroy you, but an exciting challenge.

2.03 Competition Management

There are many roles and jobs that need to be undertaken to successfully conduct a BMX competition. Although part of a larger group of commissaires, your position as an commissaire is a very important one.

The event management team should be responsible for accepting entries, preparing programs, organising prizes / medals, managing spectator services and other similar tasks.

Commissaires are expected to control or assist with the running of the actual race (applying the relevant rules). You should take care that you allocate sufficient time to your job without overloading yourself with the many other tasks needing to be done. At any BMX event one commissaire should be appointed as Chief Commissaire (by the event organisers or among the present Commissaires) and he/she should delegate tasks to the remaining Commissaires. This will ensure that the duty of care by having enough commissaires to conduct the event.

Commissaires undertake a myriad of duties, including:

- Chief Race Commissaire
- Race Director
- Registrar
- Staging
- Starter
- Race Commissaire
- Finish line commissaires/ Judges
- Administrator/ results

Refer to Paragraphs 26–36 of the [BMX Australia Rule Book](#), as well as [UCI Chapter 6, Annex 6](#).

The Chief Commissaire – The Manager

The manager of an event and a crew of commissaires is the Chief Commissaire. The Chief Commissaire is assisted by his/her team of commissaires. These individuals on the commissaire's crew will help to manage or direct the promoter, announcer, and all of the other volunteers. The Chief Commissaire must direct the riders as well as interact with the press and public. This is a tall order to fill without proper planning well in advance of the event.

For this section, Chief Commissaire has been replaced with "good manager" A good manager must possess a large amount of common sense and good judgement and be able to "read the race" so that sensitivity to people remains high. Staying highly motivated is one of the most important characteristics of a good manager. Staying calm and in control are two goals that must be constantly worked on. A good manager has an inquiring mind and remains curious about what is new to our sport, and is always looking for new ways and procedures to make the process more efficient. Integrity is an attribute of a good manager, and there should never be a question, of the honesty, consistency, or fairness of the person in charge. This consistency and "reading of the race" can be different for the same commissaire in a lower category race than when that commissaire is involved in a race such as the State, National or World Championships. An example can be that the commissaire is at a local club track event where there are many juniors who are competing for the first time.

The Commissaire may decide to be more lenient on registration than they would be at a highly televised event with a solid program and finals hype. In the latter case, late registration would be a nightmare for the promoter, registrar and all commissaires. It is of the greatest importance to understand the sport you are working in. It is the understanding of the competitive dynamics of the various categories that become a great advantage for a Chief Commissaire. In no other sport are so few commissaires asked to supervise so many competitors who are going so fast! It is critical that you learn techniques and mechanics to optimise your supervision of a BMX race promotion. It seems safe to assume that you are reading this because you are a good commissaire, and want to become better. Just as the athletes are constantly striving to better their performances, so must we. Rules change, better techniques are developed, technology improves, and we must keep up. Let us consider a few basic principles of sports officiating.

Why do we have commissaires at sporting events?

We've all played games with our friends, family, and schoolmates without any commissaires. It works, provided everyone is honest, trust everyone else is paying attention to the whole game, and the stakes aren't high enough to erode morals. Basically, commissaires are there to reinforce good sportsmanship. We provide objective observations from the best vantage points to determine placing's and proper conduct. We allow the competitors to focus all of their attention on their own performances, safe in the knowledge that someone is "watching the other guy"

Why are you a commissaire?

Perhaps you love the sport: saw this as a way to maintain involvement after your competitive career ended; or saw a need for good commissaires and wanted to help. Maybe you have a flair for organisation, are a good manager, and enjoy being involved with a growing sport. Because you care about fairness, you want to be the best commissaire you can be.

How can you best accomplish this goal?

Know the rules

Know all of the rules. Know what all of the rules mean. Yet knowing is not enough. You must develop an understanding of the rules and be able to interpret those rules as they apply in BMX racing at various events. That is, know the commissaire interpretation of each rule. It is not fair to the riders to insist that your interpretation is better than that held by every other BMX commissaire. Riders compete under many different commissaires in the course of a year. Simple justice demands that they find the same rules each time. Once you know the rules you will be able to feel confident that you will make good decisions. When riders, organiser, and even other commissaires have a question, you will be able to answer them correctly because you know the rules. This will enhance your poise and allow you to remain calm at all times. Where the rules do not specifically address a point, you will use good judgement to make a reasonable, common sense decision. Once you have made such a decision, you will not be easily swayed from it. You will make it obvious to everyone that you know what you mean and mean what you say. This will earn you the respect of the competitors, even when they don't necessarily agree with you. You will remain open to the possibilities of better methods and better strategies. You will have good rapport with riders, managers, organisers, and the other commissaires with whom you work because you are sensitive to their needs, and you share a common goal – a fair, safe, professional looking BMX race that is won by the most capable competitor on the day.

Earning respect

An commissaire has to earn the respect and confidence of the competitors before they can be truly effective. While those riders who have been exposed to only good commissaires are predisposed to trust others, those who have not been so fortunate will be inclined to distrust you. An commissaire must, be above suspicion

Fairness and integrity must be our bywords. We must give the appearance of fairness. Certainly it is possible to provide fair judgements while wearing a hat or jacket of the XYZ BMX Club. However, if you then disqualify the rider who has placed ahead of a XYZ BMX Club rider, who will believe that, you are truly objective?

Decisions supported

You will always support the decisions of the Chief Commissaire or of any protest or appeals jury on which you might sit. Any doubts that you have will be cleared up in private so that when you meet the public, the decision was unanimous. You will be a joy to work with because you never give up improving your skills and helping the commissaires you work with to improve theirs. Please remember to compliment other commissaires on their work, and you always do your best so as not to let them down. Good commissaires compliment and complement each other's abilities.

2.04 Guidelines for Conducting a BMX Event

To conduct any BMX event takes careful planning and adequate time to complete all required tasks. The Event Manager will also be responsible for organising Commissaires to run the races. BMXA is keen to support you in your service to the sport. You are therefore encouraged to ask questions and use the resources of other Commissaires to help develop your skills.

The organisers need to provide sufficient volunteers to manage the event and coordinate tasks with the appointed Commissaire. The number of Commissaires appointed and their roles will depend on the number of entries and categories expected at the event. Commissaires in training and junior commissaires (U18 but not younger than 16yo) should always be under the direct supervision of an Accredited Commissaire.

MODULE 3 – Communication and Conflict Resolution Skills

3.01 Communication**What is Communication?**

Communication is a two way process in that people send and receive messages and signals (body language) to one another. Problems can sometimes arise due to the incorrect interpretation of the messages. The goal of effective communication is to understand the intention of others and having them understand your intended meaning. Verbal and non-verbal communication is a learned behaviour and one that we have control over changing and improving. Being able to effectively communicate with commissaires, coaches, athletes and other parties will greatly aid your role as an Commissaire.

The communication process involves:

- The person who sends the message,
- Audience of listeners who receive the message,
- The messages and intended meanings being sent,
- Interpretation and feedback from the receivers to the senders, and
- Noise (distractions such as sounds, fatigue, stress) which will limit the effectiveness and result of the communication.

3.02 Communication Styles

Understanding your personal style of communication will help you to develop good communication skills. Every person's method of communication is based on his or her experiences; therefore each person has their own individual style – an important point to remember. Commissaires need to recognise that when communicating with people they will all come with different interpretations of how to communicate. They may be distracted with anxiety or emotion, fatigue and the like. You may need to explain yourself several times and check for their interpretation of what you meant to determine if they have interpreted your message correctly. You should also paraphrase to see if you have understood their viewpoint.

3.03 Communication by Commissaire

To ensure that efficient and effective communication occurs, the Commissaire must:

- Clearly make their message understood,
- Receive and understand intended messages sent to them, and
- Attempt to guide the flow of communication.

3.04 Verbal Communication Techniques

Vocabulary: Use simple and clear terminology when communicating. Avoid too much technical jargon.

- Volume:** Should be appropriate for the environment – not too loud or too soft. When broadcasting use megaphones or PA systems, if available.
- Diction:** Be sure to speak clearly. It is difficult to understand someone who strings all their words together and trails off the ends of words.
- Pace:** An even pace of spoken words is more effective than speaking too fast or too slow. Remember that nervousness is often reflected with a quickening of speech.
- Projection:** Ensure that you are aware of the spread of your audience and accommodate them by projecting your voice accordingly.

These techniques will assist your delivery of the message you are sending. You may also need to ask those with whom you are speaking to adjust their speech so that you may better understand them.

Eg. If you are communicating with 8 riders at the finish bales, have them move close together and in front of you (and off their bikes if necessary) so they can clearly hear you.

If you wish to communicate to all at the event, use the PA system and ask for confirmation that various sections can hear you. Speak slowly and clearly.

3.05 Radio Communications by Commissares

Race Commissares will regularly be required to use radio communications during the managing of an event. Some simple rules to follow include:

- Always identify yourself first. eg. “Andy on corner 1”
- Identify who you are seeking to communicate with. eg. “To scoring”
- Wait for acknowledgment eg. “Go ahead Andy”
- Make only objective and factual statements (others may be listening) eg “event 7, rider 10 Did Not Finish.”
- Respond to confirm ‘Copy that, out” or “Please repeat”

3.06 Conflict Resolution

Conflict is found often in life and is an area that you as an Commissare will need to face from time to time. With so much time, energy, emotion and ambition invested by the participants and their supporters some conflicts are bound to arise. The challenge for an Commissare is to deal with and resolve conflict by applying the principles of transparency and equity to the process. Even if a competitor does not get the result they were hoping for, they will often be more accepting of a decision if they feel they were listened to and treated fairly.

When addressing a junior member (U18 of age) you should always ensure that a adult BMXA member (coach or preferably riders advocate), or parent is present so that all conduct is monitored. This requirement equally protects you and the junior member and you are advised to adopt this as part of your standard operating procedure.

Athlete’s viewpoint

Understanding the athlete’s point of view will help you calm situations that inevitably arise. You won’t be unconsciously antagonising them or cause the escalation of a discussion to an argument because a rider feels you don’t hear the problem.

Courtesy is a key here.

When a competitor wants to discuss something with you, give them your attention. When you have made your decision, there is a world of difference between saying, “you’re disqualified and that’s all there is to it” and saying, “You have my decision and are you aware of the appeal process? Thank-you” If you should be guilty of some rudeness, apologise. Recognising your human frailty and atoning for it will enhance your stature more than any edicts.

What motivates an athlete?

Physical exercise, validation of self, perhaps mums or a new girlfriend is watching, trying to earn respect of other competitors. There is a lot of ego involved, and a lot of adrenalin, causing tunnel vision and a lack of logical thought.

Empathy

This comes naturally to the good commissare. “I can understand how upsetting it is to have come all this way and not be able to race because you don’t have your licence with you. I’m sorry, but the rules leave me no option “Seek to make the rider your ally – Not, “unfold our number because I said so”, but, “You will have to unfold your number. It is too hard for the Judges to read, and we want to be sure to place your properly” Any rider can understand the sense in that!

Education

Try to educate riders rather than to “teach them a lesson they’ll never forget” Most of the competitors in our sport are woefully uninformed as to the rules under which they are racing. It has even happened that riders have received their licences before they received rulebooks and, therefore, really had no way of knowing the rules. This is especially notable in the case of uniform and equipment standards. Try to be diplomatic. Ask the rider if they understood what they did wrong. Riders have inquiring minds too!

Enforce all of the rules, every time

The ‘D’ grade rider who is allowed, without comment, to wear his world championship jersey in three or four races will, of course, be belligerent when someone finally tells him he can’t. Support your peers–don’t leave it for them to re-educate riders that you ignored. No commissare like to hear, “But last week the Chief Commissaire let me do it”

Reflecting

This is a technique that can be most useful with agitated riders. It consists of saying back, in your own words, what you believe you heard the rider say. It will help you get the true picture of the rider’s problem while helping him clarify, in his own mind, what he wants from you. It has an additional benefit of reassuring the rider you are listening.

Role-playing

A helpful tool in learning non-inflammatory responses. For example, a rider runs up to you screaming, “Did you see what he did?” Some possible replies are:

“Yeah, so what?”, “Of course I saw it”, “What about what you did to deserve it?”, “If I didn’t see it, it didn’t happen”, “If you want to protest, you need to follow the directions in your rule book, but hurry – you only have fifteen minutes”, “Tell me exactly what’s wrong” and “Calm down a little, and then we’ll talk about it”. You can see that some of these replies will agitate the rider further, while others will calm the situation.

Negotiating a Solution

There are four steps to negotiating a solution to conflict:

1. Identify and define the conflict

You need to be aware of each person's problem and needs first.

2. Generate a number of possible solutions

Think of as many ideas as possible without analysing which ones appear to be good or bad.

3. Evaluate the alternative solutions

Now you can talk about the appropriateness of each solution and perhaps more importantly identify which solutions each party is willing to accept.

4. Decide on the best solution

It is important that everyone understands the consequences of the solution and that they are willing to try it out.

No one can be certain that the solution will work until you try it out. It may prove to be a very beneficial solution or perhaps it may need some modification. If unsuccessful at first, keep moving forward in your attempt to find an agreed and workable solution to the conflict. Walking away from a problem will not fix it.

Tips for Commissaires on Conflict Resolution

- Prevention is better than cure. An experienced Commissaire can help prevent conflicts from arising. Keep on top of problems and be creative in your approach to solving them. Being open and friendly with competitors before the event will help to develop mutual respect.
- Conflict can be ignited through the tone with which something is said rather than the content of what is said. Remain calm and patient even if others are not.
- Sometimes you are better off to let someone blow off some steam. Once they have released some emotion they may be more prepared to negotiate an agreed solution.
- Use active listening strategies and remain relaxed and in control.
- Consult with fellow Commissaires as they may have further information or evidence or who may assist the decision making process. The aim is to achieve a consensus if possible.
- Managing conflict skilfully can open the door to healthier, stronger, and more satisfying relationships.

**An example of a possible conflict to resolve:

A rider approaches the Chief Commissaire with the riders advocate. They advise they were scored as Did Not Start in Moto 2 whereas he/she did start but crashed and Did Not Finish which effectively has penalised them two points or more (DNS is scored 2 points more than the number of riders on their moto sheet whereas DNF is scored as last place of the number of starters in their moto).

You may resolve this conflict by advising the rider and advocate that you will investigate and they should check with you again in 10 minutes. Perhaps you can then check with the stager and scoring to ask them to check their records and confirm. The stager should record all "DNS" on their moto sheets.

Advise the rider/ advocate of your decision based on the evidence that you have received.

1 / The DNS stands as the rider was recorded as Did Not Start this moto or

2 / The scoring will be adjusted to DNF for this moto. Perhaps you may politely apologise for the error and thank them for their understanding.

MODULE 4 – General Rules for BMX Racing Up to State Level

4.01 General Rules

The rules contained in the following modules in no way represent the full rules of the sport of BMX. Rather they have been set out to assist you to Officiate effectively at club, open and State level. BMXA and the UCI Technical Regulations (rules) are available from BMXA's website (www.bmxaustralia.com.au). It should be noted that it is the riders' responsibility to be fully aware of the rules and abide by them in competition. State level commissaires are expected to have a higher level of understanding of the rules and to be able to apply them more confidently and accurately than Club level commissaires.

4.02 Common Technical Regulations

- “Sprockets” are participation only until the year they turn 8 years old. If a rider turns 7 this calendar year they must only ride in the Sprockets category. They cannot “ride up” with the 8 year olds
- When there are 8 competitors or less entered in a category Australian Rule Book 12.2. a or b applies and must be disclosed on the event flyer. Either an extra moto is run with awards based on overall points over all the motos or a “deadman final” whereas the last placed rider on accumulated points following the qualifying moto’s is dropped and the remainder of riders compete in the final for awards on the placings in the final only.
- Only Sprockets may be assisted on the start gate.
- If 17 riders or more are entered in a category then Semi’s, Quarter or Eighth finals will be run to determine the final 8 riders to contest the final (Transfer system) Australian Rule Book 12.1.a or 12.1.b applies.
- An appeal against the decision of commissaires may be made on procedural matters only. There is no appeal against judgment calls made on rule violations during a race. Australian Rule Book, paragraph 72.
- The lead rider shall have the right to choose his line on the track and through the corners. When on the final straight, however, the lead rider shall not deliberately obstruct another rider from passing (UCI Article 6.1.057). Any competitor shall not force another competitor off the track deliberately or cause any part of their body or bike to contact a competitor with the intention of impeding the others progress UCI 6.1.054 & 6.1.056. A rider who leaves the course during the race must re-enter the course at the nearest point without causing interference or gaining advantage UCI 6.1.055. the Chief Commissaire may decide to issue a warning, relegate or disqualify a rider for these offences.

4.03 Uniforms

Jersey – The jersey shall be a loose fitting long-sleeved shirt whose sleeves extend down to the rider's wrists. For the purpose of safety, the Jersey only needs to be tucked in to the pants if it is deemed that it will cause interference.

Pants – The aim of BMX leg wear is to provide protection and reduce the risk of injury. This can be achieved either with long pants, or with short pants combined with suitable knee and shin protection.

Long pants: Long pants must be loose fitting, of one-piece construction, and made of tear-resistant material. They must cover the entire length of both legs until just above the shoe or ankle.

Short pants: Short pants must be loose fitting, of one-piece construction, and made of tear-resistant material. They must be worn together with suitable leg protection, that covers the entire knee and the entire shin until just above the ankle. Protection that is designed to only cover the knee or only cover the knee and upper part of the shin shall not be accepted. Such protection must be of a type that is specifically designed, constructed and sold to protect the knee and entire shin for BMX, Motocross or Downhill Mountain Bike events, and shall extend until just above the shoe or ankle
UCI 6.1.085

Gloves – Riders must wear gloves that completely cover the finger tips. UCI 6.1.086

4.04 Helmets

Helmets must be of full face construction equipped with a visor of minimum 10 centimetres. Helmet strap must be securely fastened during the completion of the race. Open face helmets are not allowed. UCI 6.1.055

4.05 Numbers

At all times during practice and racing a competitor must display a number plate on the handlebars of their bike which identifies them and matches the number on their race entry. The number size must be a minimum of 8cm and a width of 1 cm. The numbers must be clearly visible from a distance for race commissaires and commentators to identify them. UCI 6.1.071 – 075. Race numbers 1–8 are reserved and may only be used by riders who have been awarded an approved number.

The following plate and number colours must be used:

Sprockets – orange plate, black numbers

Challenge boys/ men – yellow plate, black numbers

Challenge girls/ women – Blue plate, white numbers

Cruiser class – Red plate, white numbers.

Elite, men & women – White plate, black numbers Junior

Elite men & women – Black plate, white numbers.

Super Class men and women may use either challenge class or elite class colour plates.

4.06 Bicycles (UCI Regulations 6.1.071–080)

Frame – Must be sufficiently strong build without cracks or defects.

No Aero accessories, chain guards, mud guards, side stands, butterfly nuts or any sharp protruding objects. All components must be firmly affixed.

Wheels – 20” wheels may be raced only in standard categories. Cruiser 24” wheels may only be raced in cruiser categories. Wheel axles must not protrude more than 5mm from the hub nuts. No disc wheels and all spokes must be fitted and properly fastened.

Handlebars – Maximum width of 74cm, maximum rise of 30cm, Must have handlebar grip fitted that completely cover the ends or have end plugs securely fitted. No cracked or bent bars are allowed.

Steering Head – Must turn smoothly and the stem must not protrude more than 5cm above the headset locknut.

Brakes – Must have an effective rear brake, either hand operated or “coaster” back pedal brake. A front brake may be fitted but is not required. Brake cables must be secured to the frame. Any handbrake must be round and smooth and not present a hazard.

Seat – The seat base must be sufficiently strong to resist penetration by the seat post and the seat post must be secured to the seat tube by a sufficient clamp.

Cranks, Pedals and Gears – Cranks may be one, two or three piece designs with crank arms of any length provided they clear the ground. Pedals must be securely fitted to crank arms and must have ‘teeth’ sufficient to provide grip tot the shoe but not be too sharp as to create a safety hazard. Toe clips and straps are not permitted. Interlocking pedal cleat systems are allowed but the rider must be able to demonstrate the ability to engage and release from the pedals to an commissare. Multiple speed gears are permitted.

Safety pads – top tube, handlebar crossbar and headset safety pads are “recommended”. Due to the wording in the UCI regulations they are not mandatory.

MODULE 5 – 8m Start Hill

5.01 Background

BMXA's 8m Start Hill Policy is designed to regulate the safe use of BMX Australia endorsed 8 metre bicycle motocross (**BMX**) start ramps (**8m Ramp**) and their operation by licenced BMX Australia (**BMXA**) members.

The 8m Ramp is a significantly more difficult skill for BMX competitors to undertake compared to alternate starting methods and can often be viewed as quite daunting.

Adherence to the BMXA 8m Start Hill policy by BMXA Member States and Clubs will ensure training and racing using any start hill which is above the standard 5 metre start hill is conducted safely and in accordance with BMXA recommendations.

5.02 Common Types of Activities using an 8m Ramp

BMXA accredited officials and coaches both play an important role and utilise an 8 metre hill gate for different reasons.

For Officials completion of the State Officials Course and for Coaches completion of the 8m Hill Training Module does not mean officials are accredited to coach nor coaches accredited to officiate, and that although everyone plays a part in the safety on a BMX track, it is important to note who is responsible for what roles.

Open Gate Sessions and Sanctioned Race Meetings

- (i) A State Official or above is accredited to be in charge of operating the 8m gate during these activities.
- (ii) Coaches are not generally permitted up on the 8m start hill on these occasions unless permission is granted by the relevant authorities.
- (iii) Any coach not accredited to coach off an 8m start hill found to be coaching riders in 8m ramp skills during these activities is in breach of the coaches code of conduct (placing riders at risk) and a review of their accreditation status will occur.
- (iv) If a Club has an 8m Start Hill (or Pro Straight), an 8m Hill accredited coach must be present for the 8m Hill (or pro-straight) to be accessible in a coaching/training session.

5.03 Mandatory Officiating requirements for conducting BMX activities on an 8m Ramp

- (i) All officials must be a BMX Australia accredited State Official or higher.
- (ii) Officials must have experience in operating a start gate

- (iii) Officials must understand the age restrictions for riders eligible to access the 8-metre start hill
- (iv) If there are dual start hills (8m and 5m) then only one gate is permitted to operate independently. (see 5.04 Dual Operation Process)
- (v) Officials must provide a duty of care and assess track and start hill conditions.

Competition

- (i) For international competitions being conducted under the UCI regulations only Elite Junior and Elite categories may be conducted on an 8-metre start hill.
- (ii) For domestic competitions being conducted under the BMX Australia Rule Book only SuperClass categories may be conducted on an 8-metre start hill

5.04 Dual Operation Process

- (i) The 8m gate starter is to advise the 5mtr hill gate starter that the 8m gate is about to commence operating.
- (ii) The 8m gate starter is to ensure that the operation of the hill is run in sync with the 5m hill. That is to ensure that the two gates do not operate at the same time.
- (iii) It is the responsibility of the 8m gate starter to ensure that the 5m gate starter is aware of when the 8m gate will be dropping /operating.
- (iv) The voice command of "8 metre" is to be clearly communicated, the 5m gate starter is to acknowledge the voice command. The 8m gate starter is not drop the gate until they are comfortable that the 5m gate starter is aware that the 8m gate about to drop.
- (v) The 8m gate starter must at all times be aware of the "state" of the 5m gate. This is to ensure that the reset process is not started as to cause interference to the riders in the ready position on the 5m gate. Ie the reset "beeps" do not baulk the riders.
- (vi) The 8m gate starter is to clearly communicate to riders on the 8m gate and ensure that they are not in the "ready position" when the 5m hill is going through the reset process. Ie the reset "beeps" do not baulk the riders.
- (vii) Once the 8m gate starter has communicated the 8m gate is about to operate, the 8m gate starter must ensure that the track is in a respective "clear state" ie that ensure the gate is not dropped until the riders are clear of the first straight to a point of the entry into the first berm.
- (viii) The 8m gate starter is to assume full safe control of the flow of riders through the 8m hill.
- (ix) Once the 8m hill has finished operation the gate starter is to advise the 5m gate starter that the 8m hill is now finished and closed.



BMXA Code of Behaviour





BMXA OFFICIAL'S CODE OF BEHAVIOUR AGREEMENT FORM

For accreditation or re-accreditation as a BMXA Official

I, _____ (Full Name)

of _____ (Address)

Club _____ BMXA Lic No: _____

Email _____

I agree to the following terms:

1. I have read and agree to abide by the BMX Australia Officials Code Behaviour.
2. I acknowledge that BMXA may take disciplinary action against me if I breach the Code of Behaviour. I understand that BMXA provides a complaints handling procedure in accordance with the principles of natural justice, in the event of an allegation against me.
3. I acknowledge that disciplinary action against me may include BMXA revoking my membership and/or Officials accreditation.

Please refer to the [Tips for Officials](#) available from the [Play by The Rules](#) website if you require more information on creating a positive sporting environment as a BMXA Official.

If you are re-accrediting as a BMXA Official please sign below to indicate you agree to abide by the BMXA Officials Code of Behaviour.

Email to officials@bmxaustralia.com.au.

Signature

Date

OFFICIALS CODE OF BEHAVIOUR

- Operate within the rules and spirit of BMX.
- Be fair, impartial and consistent in your decisions, be punctual and conscientious.
- Don't permit gender, ability cultural background or religion influence your decisions and interactions.
- Communicate honestly, fairly and clearly. Keep your emotions in check and maintain composure.
- Encourage and praise good sporting behaviour, emphasise trying hard, engaging and not only winning.
- Display control and courtesy to all involved at an event and within the sport.
- Respect the decisions of fellow officials and administrators in the conduct of the sport of BMX.
- Avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance will exist) with people under the age of 18 years.
- Ensure that any physical contact with another person, especially a child or member U18 is appropriate and necessary for the situation.
- Adopt appropriate and responsible behaviour in all interactions.
- Adopt responsible behaviour in relation to alcohol and other drugs-
- Act with integrity and objectivity, and accept responsibility for your decisions and actions.
- Ensure your decisions and actions contribute to a safe environment.
- Ensure your decisions and actions contribute to a harassment free environment.
- Do not tolerate harmful or abusive behaviours.
- Place the safety and welfare of the athletes and children above all else.
- Address unsporting behaviour and promote respect for all people.

Please refer to the [Tips for Officials](#) available from the [Play by The Rules](#) website if you require more information on creating a positive sporting environment as a BMXA Official.

Keep a copy of this "Code of Behaviour" for your reference



How to Complete Your State Level Officiating Accreditation



HOW TO COMPLETE YOUR BMXA STATE OFFICIALS ACCREDITATION

Once you attend and pass the theory component of the BMXA State Officials Course (including submission and processing of your pre-requisites) you will be accredited as a a Prov. State Official.

Pre-requisite requirements include:

Be an Open or Volunteer member of BMX Australia
Be a BMXA Club Level Official
Hold a valid Working with Children Check from your State/Territory
Completion of the SportAUS On-Line Community Officiating General Principles Course



Courses are held by BMXA State Associations and dates of courses are available on the Official's Courses Calendar on the BMXA website or contact your State Association.

Attend a BMXA State Officials Course.

Please ensure you have access to an on-line mobile device to complete the theory quiz.

Successfully complete the on-line theory component of the State Officials Course.

The assessment is an on-line quiz which is taken at the end of your Theory Course. Use may be made of the Australian Rule Book, Club Officiating Manual and UCI Rules to complete the Quiz.

Questions are short answer, multiple choice and true/false.



Note: If you have not submitted your SportAUS Community Officials Certificate you will be unable to take the on-line Theory quiz.

Upon successfully passing the Quiz, you will receive an email and certificate and be upgraded to Prov.State accreditation.



Officiate at a minimum of 3 Regional (R) category or above events within 12mths of becoming a Prov.State official.

Be deemed competent by your Assessor.

If you do not complete your practical assessments within 12mths, your Official's accreditation will revert to Club Level.



Once completed, your Practical Assessments will be sent to BMXA for processing and you will become a BMXA State Official. Allow up to 3 weeks for processing.

Your State Association will issue you a State Official's Polo shirt.

In order to maintain your State Official's accreditation, you must at all times hold a valid BMXA membership and an up-to-date WWCC. If any of these requirements expire, you will become an invalid official and are **NOT** covered by BMXA insurance for officiating activities.

IF YOU ARE EXPERIENCING DIFFICULTIES MEETING THE 12MTH REQUIREMENT FOR COMPLETION OF YOUR STATE OFFICIATING ACCREDITATION, PLEASE CONTACT BMX AUSTRALIA.