



# Triathlon Canada Team Compliance and Logistics Policy

This document outlines the mandatory requirements for all athletes accepting selection to any Triathlon Canada supported events. This includes but is not exclusive to the following:

- ITU World Mixed Relay Series events
- ITU World Grand Final
- ITU U23/Junior World Championships
- ITU Continental Championships
- Major Games
- ITU WPS events
- ITU Paratriathlon World Cups
- ITU Junior Continental Championships
- Any ITU quota qualifying events
- Camps, conferences and/or media events

## A. Acceptance of Document

All athletes accepting their selection via email confirmation accepts all the terms within this document. Triathlon Canada will provide this document with the official notification email of team selection to the athlete. The terms of this document are in addition to and supplement the Triathlon Canada Athlete Agreement, the Sport Canada AAP Agreement and any or all agreements required by key stakeholders.

## B. Team Gear

As per ITU rules, all athletes must wear the ITU approved race suits for the year in question. Athletes accepting their selection must wear Triathlon Canada's national sponsor for all race and team events/functions. Athletes must wear Triathlon Canada gear (where applicable) for the duration of the event. This includes but is not exclusive to the following:

- All training and meetings
- All race familiarizations and briefings
- Any media events
- Any organized social gatherings
- During and post travel to/from the event



- All social media postings from date of arrival to date of departure

Note: Major Games policies on sponsorship take precedence over this document.

## C. Travel Logistics

*The following is subject to available resources.*

If Triathlon Canada has communicated that flights will be supported, an athlete is required to;

- Depart and arrive on the dates communicated by Triathlon Canada
- Book flights on their own (unless directed otherwise by Triathlon Canada)
- Find the most affordable flight options available at the time of booking. If a discrepancy is found the athlete will be responsible for the cost difference. The athlete will also be responsible for any change request fees.
- Plan for comfortable shuttle times and realistic connection windows.

Triathlon Canada will communicate how much support will be provided on an event by event basis.

**Invoices for reimbursement MUST BE SUBMITTED TO TRIATHLON CANADA WITHIN 30 DAYS OF DEPARTURE FROM THE EVENT. Late invoices will NOT be paid.**

If shuttle services are provided by the event, Triathlon Canada will book shuttles for athletes as per direction from the event organizers.

## D. Accommodation Logistics

*The following is subject to available resources.*

In cases where Triathlon Canada will be supporting accommodations for the selected athletes, the following principles apply.

- All athletes must stay in the accommodations identified by Triathlon Canada
- Bookings will be based on double occupancy
- Rooming lists will be generated based on event schedules
- Accommodations will be selected based on cost and proximity to training/racing

If an event organizer is providing complimentary rooms for specific athletes, Triathlon Canada will still work within the above guiding principles. If resources are available, Triathlon Canada MAY allow for single occupancy requests.

Athletes requesting single occupancy above and beyond the above principles may request single occupancy AT THE TIME OF SELECTION ACCEPTANCE. However, an athlete must pay the following fees,

- Total cost of the single occupancy accommodation AND,
- Half the cost of the double occupancy accommodation.



Single occupancy requests are subject to availability, logistical limitations and resources. Triathlon Canada holds the right to refuse single occupancy requests.

## **E. Communication Logistics**

Triathlon Canada will determine the means of communication on an event by event basis. These will include but is not exclusive to;

- Whatsapp
- Facebook Messenger
- SMS/MMS applications

All athletes are responsible to have a cellular phone with domestic and international data/roaming packages to ensure communication. The cellular phone will be the primary tool used for communication of training, racing, team logistics and emergency response plans.

Athletes are required to have their cellular phone accessible at all times.

## **F. Training Compliances**

All selected athletes must submit the following by the deadline communicated by Triathlon Canada:

- Training plans
- Racing plans
- Up-to-date medical reports

Triathlon Canada coaching staff will communicate training times at the event to the athletes. Athletes are required to attend all training sessions identified as team requirements. This will be on an event by event basis.

Time trials and scheduled mandatory training sessions are non-negotiable. Non-compliance will result in forfeit of racing opportunities. Triathlon Canada will withdraw an athlete for non-compliance of mandatory time trials or missed training sessions.

## **G. Racing Compliances**

Individual race strategy and preparation will be subject to the coach-of-record. As per Section E, training and race plans must be submitted by the deadlines communicated by Triathlon Canada.

Mixed Relay race strategies are directed solely by Triathlon Canada and its coaching staff. This includes but is not exclusive to:

- Equipment choice (aerobars, bikes, race wheels, tires, tire pressures etc)
- Overall strategy
- In-race feedback and tactical adjustments



Being part of the mixed relay roster requires cooperation, a team mentality and compliance. Not being a team player and non-compliance will result in removal from the roster and possible non-selection to future events.

## **H. Additional Compliances**

Athletes are still subject to the following compliances,

- WADA
- CCES
- Triathlon Canada Athlete Agreement
- Sport Canada AAP Agreement
- ITU Rules and Regulations

## **I. Disciplinary Action**

In the event of non-compliance, Triathlon Canada will proceed as follows

- Written warning for the first offence,
- Withdrawal from the event for the second offence,
- Repeat event non-compliance will result in a 'not-in-good-standing' status with Triathlon Canada. An athlete will not be placed on an ITU start list for 60 days from the date of the updated status.
- If an athlete is Sport Canada Athlete Assistance Program (AAP) supported, non-compliance that violates the athlete agreement and this document will result in recommendation for AAP withdrawal

Note: Non-compliance of mandatory training or time trials will result in immediate withdrawal from the event (both individual and relay if applicable).