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**Policy and Procedures for the Selection of Cyclists and Officials to  
Represent Trinidad and Tobago  
At Local & Foreign International Competitions**



May 21, 2018 – Version 111

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**POLICY AND PROCEDURES FOR THE SELECTION OF CYCLISTS AND OFFICIALS TO REPRESENT TRINIDAD AND TOBAGO AT LOCAL AND FOREIGN INTERNATIONAL COMPETITIONS**

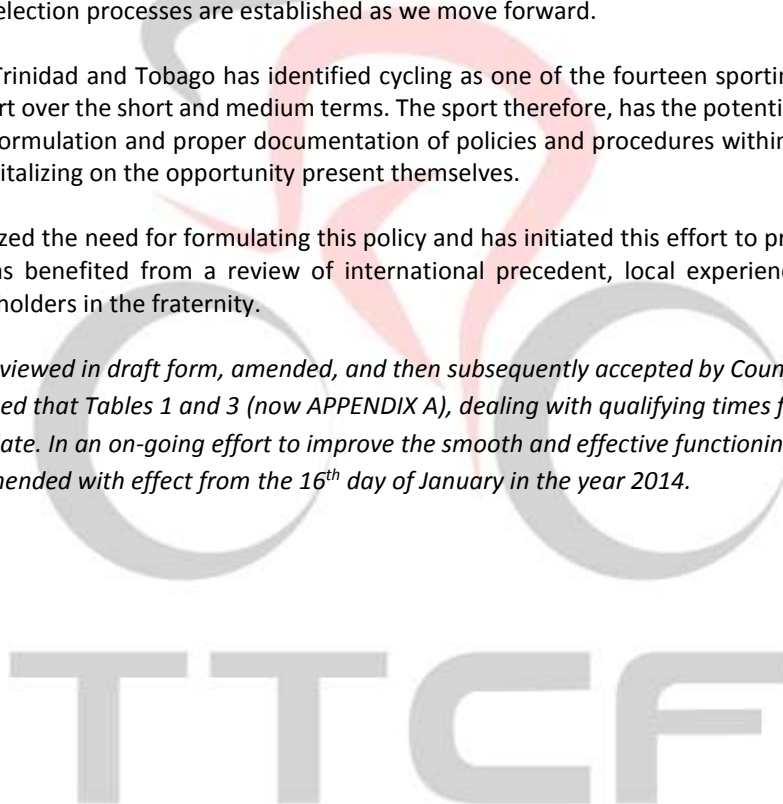
**BACKGROUND**

As the Trinidad and Tobago Cycling Federation (TTCF) continue to see a rebirth in cycling over the last couple of years. It is now more important as an organization to become transparent and open in our National Team selections. As such, the Federation saw the increased need to ensure that proper structures, policies and procedures are put in place to ensure fair selection processes are established as we move forward.

The Government of Trinidad and Tobago has identified cycling as one of the fourteen sporting activities that is to receive special support over the short and medium terms. The sport therefore, has the potential to benefit from this recognition and the formulation and proper documentation of policies and procedures within the fraternity is one important step in capitalizing on the opportunity present themselves.

The TTCF has recognized the need for formulating this policy and has initiated this effort to prepare and document it. This document has benefited from a review of international precedent, local experience and the inputs of knowledgeable stakeholders in the fraternity.

*The document was reviewed in draft form, amended, and then subsequently accepted by Council in April 2007. Council however agreed that Tables 1 and 3 (now APPENDIX A), dealing with qualifying times for male juniors, be revisited at a future date. In an on-going effort to improve the smooth and effective functioning of the Federation, this policy is being amended with effect from the 16<sup>th</sup> day of January in the year 2014.*



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### Glossary of Terms

<b>COPACI</b>	Confederacion Panamericana de Ciclismo also known as the Pan American Cycling Federation is the governing cycling body for the Pan American Region
<b>Cycling Pool</b>	A list of cyclists who have met a specific qualification criteria.
<b>Foreign Based Cyclist</b>	A national of Trinidad & Tobago who holds residency in a country other than Trinidad & Tobago. The Racing Committee can also consider cyclists who have extensive training/competing regimes abroad to be foreign based
<b>Foreign International Event</b>	A cycling event that is hosted overseas and its registration consists of cyclists from various countries
<b>Local International Event</b>	A cycling event that is hosted in Trinidad & Tobago and its registration consists of cyclists from various countries
<b>Management Team</b>	Administrative team that has the responsibility to oversee, guide and accompany a National Team. The "Management Team" will typically comprise of a Team Manager, Team Coach and Team Mechanic
<b>Minimum Qualifying Time/Standard</b>	The pre-requisite benchmark to be achieved before a cyclist can be considered for National selection. This standard is not an automatic path to selection.
<b>OMADC</b>	Olympic Movement Anti-Doping Code

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**Track Trade Team**

A Track Trade Team is an entity registered with the UCI and consisting of at least three and a maximum of ten people, who are employed and/or sponsored by the same entity, for the purpose of participating in international track cycling.

**TTCF**

Trinidad & Tobago Cycling Federation is the local governing cycling body in Trinidad & Tobago.

**TTOC**

The Trinidad & Tobago Olympic Committee is the official local partner with the International Olympic Committee.

**UCI**

Union Cycliste Internationale also known as the International Cycling Union is the world governing cycling body

**UCI Eligibility Ranking**

Seeding system established by the UCI which uses points achieved at Class 1,2,3 events, National Championships and Continental Championships. This Ranking system will be used by the UCI to qualify cyclists for the UCI World Cup Season. The Eligibility Ranking sums each cyclist's best five (5) performances (Sprint & Keirin) or best three (3) performances (all other events) over a 12 month period and ends two (2) months before the commencement of the first UCI World Cup for the season.

**UCI Olympic Ranking**

Seeding system established by the UCI which is used to qualify cyclist for the quadrennial Olympic Games.

**UCI World Ranking**

Seeding systems established by the UCI which uses points achieved at UCI World Championships, Olympic Games, UCI World Cups, Class 1,2,3 events, Continental Championships and National Championships. This ranking determines the world highest overall ranked cyclists.

**WADA**

World Anti-Doping Agency

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## Policy & Procedures for the Selection of Cyclists to Represent Trinidad & Tobago at Local & Foreign International Competitions

### CHAPTER 1 – General Organisation

#### Goal

TTCF.1.001 To establish and implement transparent policies and procedures that guide the selection of cyclists to represent Trinidad and Tobago at Local or Foreign International competitions sanctioned by either the TTCF, the International Cycling Union (UCI) or any other governing cycling body recognised by the UCI.

Integrate development objectives as part of the strategic plans of the Federation for the development of the sport of cycling in Trinidad and Tobago.

#### Objective

TTCF.1.002 To select cyclists who have achieved qualifying standards set out by the policy in order to raise their competitive capability and make them potential medal winners at the highest international sporting events.

#### Policy Statement

TTCF.1.003 The TTCF has determined that its policy with respect to the selection of cyclists to represent the country in local and international competition is as follows:

1. The Racing Committee of TTCF, herein known as the Racing Committee, shall be charged with the responsibility to ensure the policy is executed and operated in accordance with the TTCF constitution.
2. This policy document will govern the selection of cyclists in the disciplines of Track, Road, BMX, Cyclo-cross, Para-cycling and Mountain Bike.
3. Cyclists selected to represent Trinidad & Tobago, must achieve the qualifying standards set by the TTCF as well as standards set by the relevant governing bodies for specific cycling events where applicable.
4. The Racing Committee will host trials at least two (2) months prior to the foreign international event. Should a foreign international event be held within three (3) months following National Championships, said Championships may at the discretion of the Racing Committee form the basis for the selection of cyclists.
5. The Racing Committee should select cyclists to represent the country at foreign international events at least six (6) weeks before the staging of the events in order to allow adequate time for the registration process with the foreign and local promoting entity and the completion of necessary funding and travel arrangements.
6. The Racing Committee in its Annual Racing Calendar identifies the local events which may form the basis for selection of the national team for local international events.

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7. The availability of sponsorship or other funding made available to a cyclist is not a criterion to represent Trinidad & Tobago at any international event. The athlete must meet the TTCF requirements, as indicated TTCF.1.003.3.
8. Cyclists selected must be a national of Trinidad and Tobago and will be required to sign and observe the Code of Conduct.
9. Cyclists selected to represent Trinidad & Tobago must submit themselves for random drug testing, as defined by the Olympic Movement Anti-Doping Code (OMADC), World Anti-Doping Agency (WADA), UCI or any other relevant governing body sanctioning the event for which the cyclist has been chosen.
10. The Racing Committee will review at least once every two (2) years the content of this policy document and submit any amendments and revisions to Council for Approval in accordance to the TTCF constitution.



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### Selected International Foreign Events

TTCF.1.004 Cyclists will be selected to represent Trinidad & Tobago at the following international competitions (in no particular order):

1. Olympic Games
2. UCI World Track Cycling Championships
3. Grand Prix (UCI Sanctioned)
4. Commonwealth Games
5. UCI World Cups
6. Central American and Caribbean Games (CAC Games)
7. Pan American Games
8. Elite Pan American Track, Mountain Bike & Road Cycling Championships
9. Bolivarian Alliance for the Americas (ALBA) Games
10. Caribbean Cycling Elite Road Championship
11. UCI Junior World Track Championships
12. Youth Olympics
13. Commonwealth Youth Games
14. Junior Pan American Track, Mountain Bike & Road Championships
15. Caribbean Cycling Youth Road Championship
16. Any other significant regional and international games to which Trinidad & Tobago has been invited

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## CHAPTER 2 – Criteria for the Selection of Cyclists

### Pre-requisites for the Selection of Cyclists

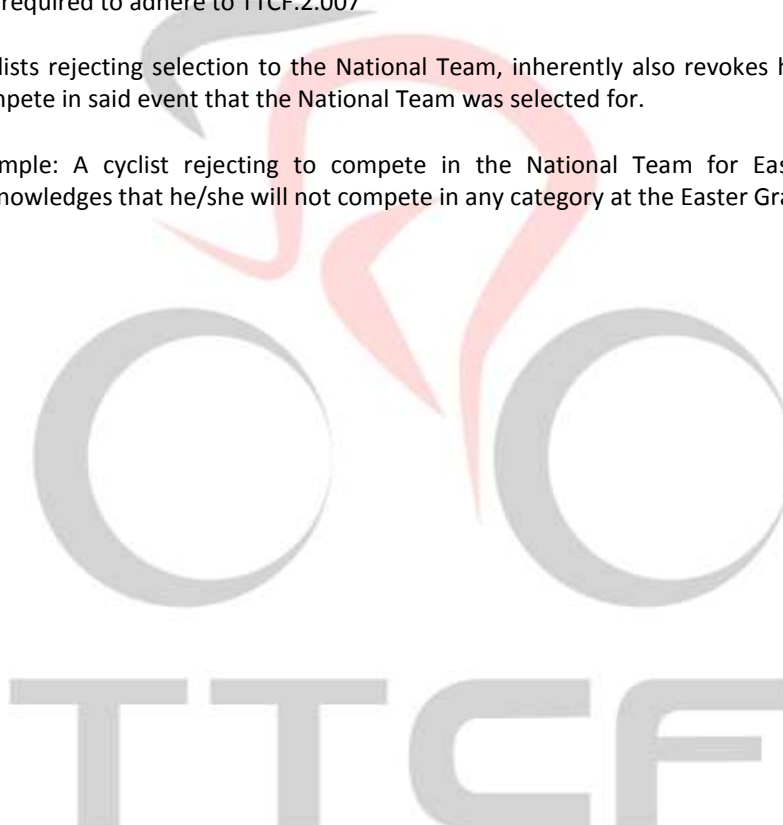
- TTCF.2.001 Cyclists wishing to try-out for the National Team for foreign and local international competitions must satisfy the pre-requisites outlined in this chapter.
- TTCF.2.002 Be a citizen on Trinidad & Tobago.
- TTCF.2.003 Be in possession of a passport that must be valid no less than six (6) months after the foreign international event.
- TTCF.2.004 Be in possession of a valid UCI licence issued by the TTCF.
- TTCF.2.005 Indicate their availability to participate to the Chairman and Secretary of the Racing Committee at least three (3) months before the event.
- TTCF.2.006 Meet all competition, training and other requirements as determined by the National Coach in consultation with the Racing Committee. However, in the absence of a National Coach, as determined by the Racing Committee in consultation with the relevant cyclist's coach.
- TTCF.2.007 In addition to TTCF.2.006;
1. Where cyclists are unable to be present at the trial event(s) for medical reasons, a medical certificate must be tendered to the Chairman and Secretary of the Racing Committee within one week of the hosting of the trial event(s).
  2. Foreign based cyclists who are unable to be present at the trial event(s) shall be required to submit quarterly reports to the Chairman and Secretary of the Racing Committee on their progress, sustained times and results achieved at UCI sanctioned events or any other governing body under the umbrella of the UCI. Results must be signed by UCI Commissaire at the event.
  3. Foreign based cyclists must provide at a minimum the following information to the Chairman and Secretary of the Racing Committee a least four (4) weeks prior to the event in question where qualifying times or trials will be attempted:
    - a. Circumference of Track/Event Distance
    - b. Surface of Track/Road
    - c. Location of Track/Road
    - d. Name of the Event
    - e. Altitude
    - f. Atmospheric Conditions (example Climate Control, Track Pressurization)
    - g. Indoor/Outdoor
    - h. Road course terrain
- Comment: Application for Event Consideration can be accessed at Appendix D*
- TTCF.2.008 Be free of any suspension or disciplinary action by the UCI, TTCF or any other governing cycling body.
- TTCF.2.009 Be in good standing with OMADC, WADA, UCI or any other relevant governing body sanctioning the event for which the cyclist has been chosen. Cyclists are also required to be available for sample collection and have provided accurate and up-to-date whereabouts information to the Racing Committee on a regular basis as directed by UCI.

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- TTCF.2.010 Have times recorded using an electronic timing system for such times to be recognised or such other method as defined in the Track Selection Procedure.
- TTCF.2.011 Cyclists will have a maximum of twenty-four (24) hours from the announcement of a National Team to submit an appeal to the Appeals Committee for review. The Appeals Committee cannot change or alter a selection made by the Racing Committee, however, can advise that committee if they so see fit.
- TTCF.2.012 Cyclists must have competed at the most recent National Championships in the specific event in order to be eligible for selection. Cyclist unable to attend National Championships for valid reasons are required to adhere to TTCF.2.007
- TTCF.2.013 Cyclists rejecting selection to the National Team, inherently also revokes his/her permission to compete in said event that the National Team was selected for.

Example: A cyclist rejecting to compete in the National Team for Easter Grand Prix also acknowledges that he/she will not compete in any category at the Easter Grand Prix



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## CHAPTER 3 - Track Selection Criteria of National Teams for Foreign International Competitions

### Recognised Track Disciplines

TTCF.3.001 Cyclists will be selected to represent Trinidad & Tobago at Foreign International Competitions in the following track disciplines:

1. Sprint
2. Keirin
3. Individual Pursuit
4. Time Trial
5. Scratch Race
6. Points Race
7. Omnium
8. Madison
9. Team Sprint
10. Team Pursuit

### Responsibilities of the Racing Committee

TTCF.3.002 The Racing Committee will:

1. Advise on the mandatory event(s) to be used for the selection process. This advisory will be issued with the Annual Racing Calendar at the end of December in the preceding year.
2. Advise on the maximum quota per individual track discipline for the competition in question at least two (2) months before the first trial event.
3. Advise of the Qualifying Standards a minimum of six (6) months in advance of the first trial event (see APPENDIX A).
4. Adjust the times set forth in the qualifying standards (APPENDIX A) based on additional criteria (if any) specific to a track located overseas.

### Basic Selection Process

TTCF.3.003 The Selection Process will be as follows:

1. Cyclists are required to participate in the indicated trial events.
2. The Racing Committee will compare and equate times achieved at trial event(s) with times and results achieved by foreign based cyclists.
3. Cyclists will be seeded based on their times and results at the trial events with the fastest cyclist receiving the highest seed and the slowest cyclist receiving the lowest seed.
4. The Racing Committee will select the cyclists based on their seed within the qualifying standards to fill the pre-determined maximum quota as indicated in TTCF.3.002.2 for each respective discipline.
5. In the event of a tie, the cyclist with the fastest final split (no less than 100m) in the timed event will be given the higher seed.
6. Any cyclist inside the qualifying standard but outside of the maximum quota will be named as non-flying team reserve in order of seeding.

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#### **Selection Process for Omnium**

- TTCF.3.004 The top two (2) cyclists in the Omnium event at the identified trials will be selected to compete in the Omnium at the event in question. The appointed National Coach in consultation with the Racing Committee shall decide on the cyclist who will compete in the Omnium based on assessments since the trials.
- In the event that the trials is within such a time frame that assessments cannot be performed, the winner of the Omnium in the trials will be the automatically selected cyclist.

#### **Selection Process for the Team Sprint**

- TTCF.3.005 The qualified cyclists who make up the quota in the Flying 200m and 500m TT/1km TT will comprise the Team Sprint team.
1. The Team Manager, Team Coach and/or Assistant Team Coach/Manager will be responsible for selecting the final composition of the Team Sprint team at the Foreign International Competition in question.
  2. In the event that the number of cyclists filling the quotas for the Flying 200m and 500mTT/1kmTT is one less than the number of cyclists necessary for the Team Sprint quota, a standing 250m Time Trial will be held in an attempt to fill that vacancy.
  3. The Standing 250m will not be held if the number of cyclists filling the quota for the Flying 200m and 500mTT/1kmTT is two or more less than the Team Sprint quota.

#### **Selection Process for Keirin**

- TTCF.3.006 The cyclists to compete in the Keirin will be selected in a three-part process as identified below:
1. The first placed cyclist in the Keirin at the selected trial event will be placed into a pool of cyclists for the Keirin
  2. The cyclists qualifying in the Flying 200m and 500mTT/1kmTT will also be placed into a pool of cyclists for the Keirin
  3. The appointed National Coach in consultation with the Racing Committee shall make the final decision to determine the cyclist(s) out of the pool created above to compete in the Keirin based on assessments made with the pool.

Comment: Only the first place cyclist will be selected from the Keirin. If the first place cyclist in the Keirin trial has already qualified via the Flying 200m and/or 500mTT/1kmTT, then no other cyclist will be selected from the Keirin trial.

At the trial event, there must be a minimum of four (4) cyclists starting the Keirin event. In the event that the minimum four (4) cyclists is not satisfied, the cyclists qualifying for the Flying 200m and 500mTT/1kmTT will create the pool and will be selected as per TTCF.3.006

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### **Selection Process for Junior World Championships**

TTCF.3.007 The criteria for selection of cyclists for the Junior World Track Cycling Championships for the Match Sprint, Keirin, Time Trial or Individual Pursuit would be as follows:

1. Medal achievement at the Junior Pan American Cycling Championships and
2. Achievement of qualifying time standard either at the Pan Am trials or at the Pan Am Championships as set out in APPENDIX A.

The criteria for selection for the Omnium, Scratch Race, Points Race, Madison, Team Pursuit & Team Sprint would be as follows:

1. Medal achievement at the Junior Pan American Cycling Championships

In the event that the Junior Pan American Track Cycling Championships is hosted 2 months before or is hosted after the Junior World Track Cycling Championships, the results from the identified trial event for the Junior Pan American Track Cycling Championships will be solely used to select the competing cyclists.

### **Male and Female Qualifying Standards for Timed Track events:**

TTCF.3.008 The Racing Committee would determine the qualifying times for Times Track events using the following criteria

1. Review historical time data for the top ten cyclists over the last three (3) years at the previous trial events.
2. Review historical time data for the top ten cyclists over the last three (3) years at the relevant international competition.
3. Review historical time and placing data of Trinidad & Tobago cyclists at the track where the event will be held if available.
4. Using this historical time data, adjust times to suit the Arima Velodrome to attain a top five (5) finish at the event in question.
5. Using historical time data, set qualifying times for 333m/250m track at sea level and at high altitude
6. Using the historical time data listed in TTCF.3.008.1 to TTCF.3.008.3, adjust the times as set forth in the qualifying standards (APPENDIX A) based on additional criteria (if any) specific to a track located overseas to set times for the track in question.

### **Male and Female Qualifying Standard for Endurance events**

TTCF.3.009 The Racing Committee would determine the qualifying times for Track Endurance events using the following criteria

1. Review historical required race speed data for Scratch Race, Madison and Points Race events over the last three (3) years at specific international competitions to obtain a top five (5) finish.
2. Adjust such required race speeds to suit the Arima Velodrome.
3. Use race speeds to calculate required time standard for the Scratch Race, Madison or Points Race at the Arima Velodrome.

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### Procedure for Track Trials

TTCF.3.010 The Procedure for Track Trials is as follows:

1. Clubs are required to register their cyclists no later than 48hours before the start of the first trial date.
2. In the event of an unforeseen malfunction or unavailability of the electronic timing system at the trial event in Trinidad & Tobago, hand-times will be used; a minimum of five (5) stopwatches must be utilized. The fastest and slowest times of the five (5) will be disregarded and the average of the remaining three (3) will be used to calculate the cyclists' times.
3. All registered cyclists will be allowed a minimum of one (1) trial at each timed track discipline.
4. A second attempt at a timed track discipline will only be allowed on the same day of the initial event if a cyclist's first attempt is no more than 5% slower than the time standard. Mass Start events will not be subject to a second trial.
5. The Racing Committee will advise of any planned secondary trials.
6. The starting order for any timed event will be based on the results from the last National Championships in that particular discipline.



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## CHAPTER 4 - Track Selection Criteria of National Teams for Grand Prix

For ease of reference, Olympic Disciplines are Sprint, Keirin, Omnium, Team Sprint and Team Pursuit. Non-Olympic Disciplines are Individual Pursuit, Time Trial, Madison, Scratch Race and Points Race.

- TTCF.4.001 Cyclists will be required to participate at Grand Prix trials each year
- National Track Cycling Championships may be used as the Grand Prix Trials if it so falls within the above specified time frame.
- TTCF.4.002 Any cyclist achieving the qualifying standards will be placed into a "Cycling Pool" for selection.
- TTCF.4.003 Only cyclists attaining the qualifying standards as detailed in APPENDIX A will be ranked and placed into this pool.
- Times submitted by foreign based cyclists will also be taken into consideration to complete the seeding/ranking table.
- TTCF.4.004 The Racing Committee will advise of the Grand Prix events which cyclists will be selected to attend between June to the close-off date for qualification (to be indicated by the UCI). This advisory will be issued once the UCI has published the Calendar of International Events for the year in question.
- TTCF.4.005 Cyclists ranked in the top half of the table will be selected to attend Class 1, Class 2 Grand Prix events on the UCI Calendar. In the event of an odd number of cyclists in the ranking table, the cyclist in the middle of the table will be considered in the top half.
- Cyclists ranked in the bottom half of the ranking will be selected to attend Class 2 or Class 3 Grand Prix events on the UCI Calendar.
- TTCF.4.006 If any cyclist who for any reason is removed from the "Cycling Pool", whether voluntarily or involuntarily, his/her position will be substituted by the next ranked cyclist who has achieved the qualifying standard.
- TTCF.4.007 A cyclist will no longer be selected to participate in specific disciplines at Grand Prix events if any of the following criteria are met:
1. The cyclist has acquired the minimum 30 points for a non-Olympic discipline in the "UCI Eligibility Ranking".
  2. The cyclist current points standings in the "UCI Eligibility Ranking" summed with the maximum number of achievable points in the remaining Grand Prix events (indicated in TTCF.4.005) does not equal 30 points in non-Olympic disciplines or 90 points in Olympic disciplines.
  3. The cyclist's current points standings in the Keirin, Sprint or Omnium in the "UCI Eligibility Ranking" summed with the maximum number of achievable points in the remaining Grand Prix events (indicated in TTCF.4.005) does not surpass the current 36<sup>th</sup>, 45<sup>th</sup> or 24<sup>th</sup> quota per allocation in the Keirin, Sprint or Omnium respectively.
  4. Trinidad & Tobago's current points standings in the Madison summed with the maximum number of achievable points in the remaining Grand Prix events (indicated in TTCF.4.005) does not surpass the 18<sup>th</sup> Nation in the "UCI Eligibility Ranking".

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TTCF.4.008      Once a cyclist does not fall within the criteria set in point TTCF.4.008, the Racing Committee will take into consideration the number of events following, the number of remaining achievable points and the current standing of the cyclist(s) in the “UCI World Ranking” in order to select the respective National teams.



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## CHAPTER 5 - Track Selection Criteria of National Teams for UCI World Cups

- TTCF.5.001 Only cyclists who have required number of points based on the UCI World Ranking will be selected to represent Trinidad & Tobago at UCI World Cups (Team Sprint and Team Pursuit are exemptions).
- TTCF.5.002 The UCI maximum quota per team at a UCI World Cup and provided quota from the UCI will be used to select the number of cyclists for the event.
- TTCF.5.003 In the event that the number of cyclists qualifying for the UCI World Cups exceeds the maximum quota stated in the UCI rules, the cyclists who are seeded highest on the UCI World Ranking at the time of selection will be given the first preference.
- TTCF.5.004 Notwithstanding TTCF.5.003, the Racing Committee in consultation with the National Coach shall determine the cyclistS selected for the event in question.



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## CHAPTER 6 - Track Selection Criteria of National Teams for UCI World Track Championships

TTCF.6.001 According to the UCI Rules Chapter 9, a maximum participation per nation in each individual track discipline is established. Nations will receive quotas based on both Nation and Individual World Ranking.

TTCF.6.002 The Racing Committee will assess the eligible cyclists for World Championships participation. These eligible cyclists will be as follows:

1. If qualified via Nation Ranking, eligible cyclists will be those who contributed to the Nation Ranking through the World Cup Series only. The Nation Ranking sums the points of a certain number of cyclists (identified by UCI), however, only those who both competed in the World Cup Series AND are ranked among the top number of cyclists identified by UCI will be eligible to compete at the World Championships.
2. If qualified via Individual Ranking, eligible cyclists will be those who, based on points, would have qualified T&T a spot regardless.

Comment: Cyclist A achieves 150pts and Cyclist B achieves 160pts but only a quota of one is provided via TTCF.6.001. Based on Cyclist A's points however he too would have qualified a spot for T&T if Cyclist B had less points, then both Cyclist A and B will be considered eligible for selection.

The National Coach in consultation with the Racing Committee will assess and select cyclists to fill the provided quota from the pool of eligible cyclists.

TTCF.6.003 According to UCI rule 9.2.027, the Pan American Track Cycling Champion for the specific individual track discipline will receive automatic qualification to the UCI World Track Cycling Championships.

TTCF.6.004 In the interest of Olympic Qualification, the Racing Committee reserves the right to use the Olympic Qualification Ranking for Olympic disciplines to select cyclists for the UCI World Championships instead of TTCF.6.002 or TTCF.6.003.

Comment: Example of this situation is in the event that a cyclist A may have a better chance (based on points) to qualify for the Olympic Games, however, another cyclist B is higher ranked on the UCI World Ranking for that particular season then cyclist A will be given preference over Cyclist B.

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## CHAPTER 7 - Track Selection Criteria of National Teams for Local International Competitions

- TTCF.7.001. The Racing Committee will identify the events to be used for the selection of the National Team for Local International Competitions at a minimum of three (3) months before the event in question.
- TTCF.7.002. The Racing Committee will advise on the maximum number of Sprint and Endurance spots for each specific International event. This advisory will be issued at a minimum of three (3) months before the event in question.
- TTCF.7.003. Cyclists will be awarded points for the top four finishes in each event at the specified qualifying meets. The points system will be as follows:
1. First Place – 5 points
  2. Second Place – 3 points
  3. Third Place – 2 points
  4. Fourth Place - 1 point
- TTCF.7.004. Each race will be categorised into one of two categories as follows:
1. Race distance 4 laps and less will be considered to be a Sprint Event (inclusive of Keirin)
  2. Race distance greater than 4 laps will be considered to be an Endurance Event
- TTCF.7.005. Cyclists will receive points towards the Sprint and Endurance categories. Points will be awarded based on their actual finishing position. The Racing Committee is to advise on the minimum number of points required to be considered. In the event that this is not provided, then the minimum number of points will equal one multiplied by the number of trial events hosted.
- Comment: If there are 4 qualifying events, then a minimum of 4 points must be attained before being considered for selection. .
- TTCF.7.006. Only cyclists who received the minimum number of points indicated in TTCF.7.005 can be considered for selection. Cyclists will be selected to fill the number of available spots on the team .Cyclists will be selected to the National team based on the following criteria in no particular order:
1. Performances throughout selection period including but not limited to final placing, efforts during the event, aggressiveness, teamwork etc
  2. Consideration of foreign based cyclists’ reports, times and results
- The Racing Committee will be required to apply the policy set out above in consultation with the National Coach. If after such, a final selection cannot be determined, cyclists will be selected based on points gained only.

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## CHAPTER 8 - Road Selection Criteria of National Teams for Local International Competitions

TTCF.9.004. The Racing Committee will identify the events to be used for the selection of the National Team for Local International Competitions at a minimum of three (3) months before the event in question.

TTCF.9.005. The Racing Committee will advise on the maximum number spots for each specific International event. This advisory will be issued at a minimum of three (3) months before the event in question.

TTCF.9.006. Cyclists will be awarded points for the top five finishes in each event at the specified qualifying events. The points system will be as follows:

1. First Place – 7 points
2. Second Place – 5 points
3. Third Place – 3 points
4. Fourth Place - 2 points
5. Fifth Place – 1 point

TTCF.9.007. The Racing Committee shall set a specific qualification time based on the course in particular. Cyclists must finish within the qualification time in order to receive the points stipulated in TTCF.8.003. Points will be awarded based on their actual finishing position. The Racing Committee is to advise on the minimum number of points required to be considered. In the event that this is not provided, then the minimum number of points will equal One multiplied by the number of trial events hosted

Comment: If there are 4 qualifying events, then a minimum of 4 points must be attained before being considered for selection.

TTCF.9.008. Only cyclists who received the minimum number of points indicated in TTCF.8.005 can be considered for selection. Cyclists will be selected to fill the number of available spots on the team. Cyclists will be selected to the National team based on the following criteria in no particular order:

1. Performances throughout selection period including but not limited to final placing, efforts during the event, aggressiveness, teamwork etc
2. Consideration of foreign based cyclists' reports, times and results

The Racing Committee will be required to apply the policy set out above in consultation with the National Coach. If after such, a final selection cannot be determined, cyclists will be selected based on points gained only.

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## CHAPTER 9 -Road Selection Criteria of National Teams for Foreign International Competitions

### Road Time Trials

- TTCF.9.001. The minimum average qualifying speeds for Road Time Trials at Foreign International Competitions will be as listed in TTCF.9.003. The Racing Committee will convert this qualifying speed into a time for the specific course for ease of reference.
- TTCF.9.002. Cyclists attaining the qualifying time/speed will only qualify for the Road Time Trial for the Foreign International Competition. The Road Time Trial try-out will not serve as a criterion for the selection of cyclists to the Road Race team.
- TTCF.9.003. The following speeds were based on a flat course with minimal wind assistance or restriction. The Racing Committee shall adjust these speed based on the selected course.
1. Elite Men – 42km/h
  2. Elite Women – 35km/h
  3. Junior Men - 35 km/h
  4. Junior Women – 32 km/h
  5. Juvenile Men – 32km/h
  6. Juvenile Women – 31km/h

Comment: One example of such a flat course indicated in TTCF.9.003 is the Wallerfield Time Trial Course

### Road Race

- TTCF.9.004. The Racing Committee will identify the events to be used for the selection of the National Team for Foreign International Competitions at a minimum of three (3) months before the event in question.
- TTCF.9.005. The Racing Committee will advise on the maximum number spots for each specific International event. This advisory will be issued at a minimum of three (3) months before the event in question.
- TTCF.9.006. Cyclists will be awarded points for the top five finishes in each event at the specified qualifying events. The points system will be as follows:
1. First Place – 7 points
  2. Second Place – 5 points
  3. Third Place – 3 points
  4. Fourth Place - 2 points
  5. Fifth Place – 1 point
- TTCF.9.007. The Racing Committee shall set a specific qualification time based on the course in particular. Cyclists must finish within the qualification time in order to receive the points stipulated in TTCF.14.006. The Racing Committee is to advise on the minimum number of points required to be considered. In the event that this is not provided, then the minimum number of points will equal One multiplied by the number of trial events hosted.

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- TTCF.9.008. Only cyclists who received the minimum number of points indicated in TTCF.14.007 can be considered for selection. Cyclists will be selected to fill the number of available spots on the team .Cyclists will be selected to the National team based on the following criteria in no particular order:
1. Performances throughout selection period including but not limited to final placing, efforts during the event, aggressiveness, teamwork etc
  2. Consideration of foreign based cyclists’ reports, times and results

The Racing Committee will be required to apply the policy set out above in consultation with the National Coach. If after such a final selection cannot be determined, cyclists will be selected based on points gained only.



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## CHAPTER 10- Mountain Bike Selection Criteria of National Teams for Foreign International Competitions

- TTCF.10.001 The Racing Committee shall advise on the maximum quota to qualify per competition at a minimum of 6 weeks prior to the start of the qualification events wherever possible.
- TTCF.10.002 The Racing Committee will be responsible for identifying the qualification events for each competition that a National Team will be selected for. This will be issued in the annual Racing Calendar provided in December the previous year wherever possible.
- TTCF.10.003 Cyclists shall be awarded points based on their actual finishing positions at the identified qualification events as indicated in TTCF.10.006 towards the *TTCF MTB Qualification Ranking*.
- TTCF.10.004 Cyclists will receive an accumulated points tally from the events identified in TTCF.10.002. If the number of events which will be considered is greater than two, the cyclist's tally will not include their lowest result. However, if two or less events are used, the results from all events will be taken into consideration. This will form the *TTCF MTB Qualification Ranking*.
- TTCF.10.005 MTB events will be divided into 3 classes; Class 1 (C1), Class 2 (C2) & Class 3 (C3). C1 will be any international MTB event hosted in Trinidad and Tobago that has more than 5 International cyclists. C2 will be the National MTB Championships and C3 will be TTCF MTB League Events or any other promoter organized event which does not have more than 5 International MTB cyclists.
- Comment: An International cyclist is defined as any foreign based non-national cyclist who has been invited to compete at the event in particular. Race promoters will be required to identify these entrants to the Racing Committee prior to the event in order to rank the class of the event.*
- TTCF.10.006 Points will be distributed as per the table below towards the *TTCF MTB Qualification Ranking*. Cyclists will receive points based on their overall placing in the Open 1 category only (except for Ladies); however their points will be tallied towards their individual category.



Placing	Class 1		Class 2		Class 3	
	Open 1 - Male	Ladies	Elite	Non-Elite	Open 1 - Male	Ladies
1	110	110	60	40	30	30
2	90	90	40	30	20	20
3	70	70	30	20	15	15
4	60	60	25	12	12	12
5	50	50	20	10	10	10
6	40	40	18	8	8	8
7	30	30	16	7	6	6
8	20	20	12	5	4	4
9	10	10	10	3	2	2
10	5	5	5	2	1	1
> 10	1	1	1	1	1	1
DNF/DNS	0	0	0	0	0	0

*Comment: If a Junior cyclist competing in the Open 1 category places second overall in a Class 1 event, he/she will receive 90points towards the Junior Ranking.*

TTCF.10.007 In the event that the quota indicated in TTCF.10.001 is one (1) for that category, then a maximum of one event alone will be used for the ranking. If the quota however is greater than one, firstly; the highest placed cyclist in that category at the event identified in TTCF.10.008 will firstly gain automatic selection. The highest ranked cyclists at the end of the trial events will be selected to fill the remainder of the quota identified in TTCF.10.001.

TTCF.10.008 The Racing Committee shall identify the tie-breaker event at the same deadline as TTCF.10.002 wherever possible. Cyclists' placing in the tie-breaker event will be used to decide the higher ranked cyclist in the event that a tie is formed at the end of the *TTCF MTB Qualification Ranking* period.

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**CHAPTER 11 - BMX Selection Criteria of National Teams for Foreign International Competitions**

Selection criteria to be developed

**CHAPTER 12 - Cyclo-Cross Selection Criteria of National Teams for Foreign International Competitions**

Selection criteria to be developed



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## CHAPTER 13 - Discretionary Selection Criteria

TTCF.13.001. The Discretionary Selection Criteria shall not be used to replace any cyclists qualifying under this selection policy document but shall only be used in the event that no cyclists or too few cyclists achieve the selection criteria set out in this policy.

The Racing Committee in consultation with the National Team Coach or Cyclist's coach in the absence of a National Team Coach, may consider selection based on the performances of the cyclists assessed against the selection criteria set out above.

TTCF.13.002. Additionally, the Racing Committee in making their selection for National Teams may give weight to extenuating circumstances when considering the performances of cyclists at events, trials, training camps or other attendances required under the above criteria based on the following:

1. Injury or illness
2. Travel delays
3. Equipment failure
4. Bereavement or personal misfortune, and/or
5. Any other factors reasonably considered by TTCF to constitute extenuating circumstances

TTCF.13.003. Cyclists unable to compete at events, trials, training camps or other attendances required must advise the Racing Committee and National Team Coach in writing of this fact and the reasons thereof within seven (7) days prior to the commencement of the event, trial, training camp or other attendance that may be required under the selection criteria.

TTCF.13.004. Any factors considered TTCF.13.002.5 shall be documented and made a permanent part of the selection records.

TTCF.13.005. In the case of injury or illness, cyclists will be required to undergo a medical examination by a doctor nominated by TTCF or provide relevant medical fitness certificate.

TTCF.13.006. Cyclists selected on Chapter 13 of this document, will be required to provide his/her own financial support towards airfare, hotel accommodation, meals and other travel requirements.

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## CHAPTER 14 – Specific Event Criteria

### 2018 CAC Games

#### Selection Considerations

- The CAC Games are an important international Major Games and UCI World Calendar *Class I* event
- There is a quota system per discipline and event
- Based on a strategic approach directed towards performance and development objectives, the TTCF is sending athletes to compete in the following Track-and-Road categories and events:
  - Women’s Track Endurance (development focus except Omnium)
  - Men’s Track Endurance (development focus except Omnium)
  - Women’s Track Sprint (development focus)
  - Men’s Track Sprint (World Cup Qualification/performance focus)
  - Men’s & Women’s Omnium (World Cup Qualification/performance focus)
  - Women’s Road (development focus)

#### Performance Objectives

- Earning World Cup Qualification points in the individual Olympic events
- Providing development opportunities at an international Major Games
- Earning UCI World Ranking points in individual and team events

Team Size *(based on quota allocation as defined in the Cycling Qualification System addendum of the Qualification System Manual of COBAR 2018)*:

- Eleven (11) cyclists for the category of Men’s Track
- Five (5) cyclists for the category of Women’s Track
- Two (2) cyclists for the category of Women’s Road

#### Time Standard Considerations

- For performance-focused events, the qualification CAC Time Standard was decreased by 1% from the published *Trinidad and Tobago Minimum Qualification Times for International Games – 2017*. See Table 1.
- For development-focus events, the qualification CAC Time Standard was increased by 2% from the published *Trinidad and Tobago Minimum Qualification Times for International Games – 2017*. See Table 1.

*TTCF reserves the right to vary the team size or composition based on changing circumstances.*

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## Glossary of Terms

### Automatic Selection

Cyclists are selected to the Team based on meeting specific selection criteria of the Team Selection Standards during the Team Selection Period without a *tentative* status. Automatic selections will be given priority over Provisional selections if stipulated quotas are surpassed.

If a cyclist meets the criteria for Automatic Selection through the Team Selection Standards *and* is the highest qualifier for a second Automatic Selection, the second Automatic Selection becomes void and will be filled by the next highest qualifier who meets the Team Selection Standards for that event.

### CAC Long List

The CAC Long List is a preliminary registration requirement for COBAR 2018. All NOCs must have provided a list of eligible athletes from each sport by the deadline of 23 February 2018. The TTCF nominated all eligible Elite-category cyclists in Trinidad and Tobago to the CAC Long List.

### CAC Team

The group of riders selected to represent Trinidad and Tobago at the 2018 CAC Games in Track Sprint, Track Endurance and Road events. Herein known as the "Team."

Cyclists named to the Team are not guaranteed a starter or reserve position in any event at the CAC Games. The starter and reserve positions for specific events will be assigned at the end of the Event Selection Period using the criteria to be published in the Event Selection Standards.

### CAC Time Standards

A list of times in TTCF.14.028 "Table 1" of the Team Selection Standards required to be met (equaled or bettered) for timed events at the Team Selection Trials during the Team Selection Period.

### CASCO

Central American and Caribbean Sports Organization.

### COBAR 2018

Organizing Committee of the XXIII Central American and Caribbean Games, Barranquilla 2018.

### CQS

An addendum to the Qualification System Manual (QSM), the Cycling Qualification System (CQS) details the events in which NOCs can qualify allocations for the CAC Games.

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**Event Selection Period** The timeframe between the end of the Team Selection Period and 9 July 2018 that will be used by the National Coach to assess further the performances of cyclists during training and competition.

At the end of the Event Selection Period, the National Coach will use the Event Selection Standards to select cyclists from the Team to starter and reserve roles for the events that TTO has qualified at the CAC Games.

**Event Selection Standards** A list of qualitative and quantitative measurements against which cyclists will be assessed to be selected to participate in specific events at the CAC Games. The Event Selection Standards will be published on or before the end of the Team Selection Period.

**Major Games** A general classification of large scale multi-sport event such as CAC Games, Pan American Games, Commonwealth Games and Olympic Games.

**Men's Track Endurance Team** A group of male cyclists selected during the Team Selection Period through the Team Selection Standards that are eligible to compete in the Track Endurance events at the CAC Games, including Omnium, Scratch Race, Points Race, Madison, 4km Individual Pursuit and 4km Team Pursuit.

**Men's Track Sprint Team** A group of male cyclists selected during the Team Selection Period through the Team Selection Standards that are eligible to compete in the Track Sprint events at the CAC Games, including Sprint, Keirin, Team Sprint and 1km Time Trial.

**NOC** National Olympic Committee.

**Provisional Selection** Cyclists are selected to the Team based on meeting specific selection criteria of the Team Selection Standards during the Team Selection Period on a *tentative* basis. If CQS quotas are exceeded, Provisional selections can be removed to ensure that the maximum quotas in the CQS are satisfied.

If a cyclist meets the criteria for Automatic Selection through the Team Selection Standards *and* is the highest qualifier for a Provisional Selection, the Provisional Selection will become void and a substitute will not be named.

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QSM	The Qualification System Manual is a published guidebook by COBAR 2018 and CASCO which outlines the qualification criteria for NOCs to earn allocations for the CAC Games.
Team Selection Period: Track	The period between 28 May and 6 June 2018 in which Team Selection Trials will be hosted for cyclists to qualify to the Team. The Team Selection Period for Track ends at 12:00 p.m. on 6 June 2018.
Team Selection Period: Road	The period between 1 March and 31 May 2018 in which female road cyclists are eligible to meet the Team Selection Standards to qualify for the Team for Women's Road. The Team Selection Period for Road ends at 12:00 p.m. on 31 May 2018.
Team Selection Standards	A list of qualitative and quantitative measurements included from 14.002 – 14.028 used to assess and select cyclists to the Team.
Team Selection Trials	Cyclists on the CAC Long List will have the opportunity to meet the Team Selection Standards at the Team Selection Trials during the Team Selection Period. These Team Selection Trials are the Flying 200m, Omnium, Scratch Race and Points Race at the <i>Fire on Wheels</i> UCI-sanctioned event between 2 and 3 June 2018 and supplemental TTCF-sanctioned trials to cover races not included in the <i>Fire on Wheels</i> schedule of events. These supplemental Trials are the Standing 250m, 500m/1km Time Trial and 3km/4km Individual Pursuit and will be hosted on Monday, 4 June 2018, at the National Cycling Center in Couva.
Track Category	Track Cycling is a Discipline of the Sport of Cycling. Within the discipline, there are categories that encompass various events. At the CAC Games, the sprint events (sprint, keirin, team sprint, and time trials) make up the Track Sprint Category and the track endurance events (individual-and-team pursuits, omnium, points race, scratch race, and madison) make up the Track Endurance Category.
TTCF	Trinidad & Tobago Cycling Federation.
TTO	Nomenclature and abbreviation for the Trinidad & Tobago NOC.

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### Qualification process

TTCF.14.001 Cyclists will qualify to the Team during the Team Selection Period. Cyclists will be selected to the Team based on the Team Selection Standards outlined in sections 14.002 – 14.028.

Cyclists selected to the Team will be further assessed and then selected to specific events for the CAC Games based on the Event Selection Standards at the end of the Event Selection Period.

The Event Selection Standards will be published on or before the end of the Team Selection Period.

### Men's Track Team

TTCF.14.002 Based on the CQS addendum of the QSM, TTO has qualified five (5) Men's Track Sprint quota spots and six (6) Men's Track Endurance quota spots for a total of eleven (11) Men's Track participants.

If the respective maximum quotas have not been satisfied through the Team Selection Standards for each Track Category by the end of the Team Selection Period, the TTCF reserves the right to reallocate the named Track Sprint and Track Endurance quotas within the Men's Track Team or reserves the right to utilize *Chapter 13 – Discretionary Selection Criteria*.

### Men's Track Sprint Team

TTCF.14.003 The highest-ranked TTO cyclist in the top 100 of the UCI Men Elite Sprint Ranking at the end of the Team Selection Period will earn an Automatic Selection into the Men's Track Sprint Team.

TTCF.14.004 The highest-ranked TTO cyclist in the top 100 of the UCI Men Elite Keirin Ranking at the end of the Team Selection Period will earn an Automatic Selection into the Men's Track Sprint Team.

If the highest-ranked TTO cyclist in the top 100 is already selected via 14.003 at the end of the Team Selection Period, the next highest ranked TTO cyclist in the top 100 of the UCI Men Elite Keirin will also receive Automatic Selection into the Men's Track Sprint Team.

TTCF.14.005 The top two (2) TTO qualifiers that meet the CAC Time Standard in the Flying 200m at the Team Selection Trials during the Team Selection Period will receive Automatic Selection into the Men's Track Sprint Team.

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If one of the top two (2) Flying 200m qualifiers has already been selected via TTCF.14.003 or TTCF.14.004 at the end of the Team Selection Period, the next fastest qualifier that meets the CAC Time Standard will also receive Automatic Selection into the Men's Track Sprint Team.

If the top two (2) Flying 200m qualifiers have already been selected via TTCF.14.003 and TTCF.14.004 at the end of the Team Selection Period, the next two (2) fastest Flying 200m qualifiers that meet the CAC Time Standard will also receive Automatic Selection into the Men's Track Sprint Team.

TTCF.14.006 The top finisher that meets the CAC Time Standard in the Standing 250m Time Trial at the Team Selection Trials during the Team Selection Period will receive Provisional Selection into the Men's Track Sprint Team.

TTCF.14.007 The top qualifier that meets the Time Standard in the 1km Time Trial at the Track Selection Trials during the Team Selection Period will receive Provisional Selection into the Men's Track Sprint Team.

TTCF.14.008 If the number of selected cyclists at the end of the Team Selection Period (Automatic + Provisional) is greater than the maximum prescribed quota (TTCF.14.002) for the Men's Track Sprint Team, the provisionally selected cyclists will be removed from the Men's Track Sprint Team in the following order of priority:

1. 1km Time Trial via TTCF.14.007 (first to be removed)
2. Standing 250m via TTCF.14.006

#### **Men's Track Endurance Team**

TTCF.14.009 The highest-ranked TTO cyclist in the top 100 of the UCI Men Elite Omnium Ranking at the end of the Team Selection Period will earn an Automatic Selection into the Men's Track Endurance Team.

TTCF.14.010 The highest-placed TTO cyclist in the top half of the Men's Omnium at the Track Selection Trials will receive Automatic Selection into the Men's Track Endurance Team.

If the highest-placed cyclist has already been selected via TTCF.14.009 at the end of the Team Selection Period, the next highest-placed TTO cyclist in the top half will also receive Automatic Selection into the Men's Track Endurance Team.

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TTCF.14.011 The highest-placed TTO cyclist in the top half of the Men's Scratch Race at the Track Selection Trials will receive Provisional Selection into the Men's Track Endurance Team.

TTCF.14.012 The highest-placed TTO cyclist in the top half of the Men's Points Race at the Track Selection Trials will receive Provisional Selection into the Men's Track Endurance Team.

TTCF.14.013 The top two (2) TTO qualifiers that meet the CAC Time Standard in the 4km Individual Pursuit at the Track Selection Trials during the Team Selection Period will receive Automatic Selection into the Men's Track Endurance Team.

If one of the top two (2) 4km Individual Pursuit qualifiers has already been selected via TTCF.14.009 – 14.012 at the end of the Team Selection period, the next fastest qualifier that meets the CAC Time Standard will also receive Automatic Selection into the Men's Track Endurance Team.

If the top two (2) 4km Individual Pursuit qualifiers have already been selected via TTCF.14.009 – 14.012 at the end of the Team Selection period, the next two (2) fastest 4km Individual Pursuit qualifiers that meet the CAC Time Standard will also receive automatic selection into the Men's Track Endurance Team.

#### **Women's Track Team**

TTCF.14.014 Based on the CQS addendum of the QSM, TTO has qualified one (1) Women's Track Sprint quota spot and four (4) Women's Track Endurance quota spots for a total of five (5) Women's Track participants.

If the respective maximum quotas have not been satisfied through the Team Selection Standards for each Track Category by the end of the Team Selection Period, the TTCF reserves the right to reallocate the named Track Sprint and Track Endurance quotas within the Women's Track Team or reserves the right to utilize *Chapter 13 – Discretionary Selection Criteria*.

#### **Women's Track Sprint Team**

TTCF.14.015 The highest-ranked TTO cyclist in the top 100 of the UCI Women Elite Sprint Ranking at the end of the Team Selection Period will earn an Automatic Selection into the Women's Track Sprint Team.

TTCF.14.016 The highest-ranked TTO cyclist in the top 100 of the UCI Women Elite Keirin Ranking at the end of the Team Selection Period will earn a Provisional Selection into the Women's Track Sprint Team.

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TTCF.14.017 The top TTO qualifier that meets the CAC Time Standard in the Flying 200m at the Track Selection Trials during the Team Selection Period will receive Provisional Selection into the Women's Track Sprint Team.

TTCF.14.018 The top TTO qualifier that meets the CAC Time Standard in the 500m Time Trial at the Track Selection Trials during the Team Selection Period will receive Provisional Selection into the Women's Track Sprint Team.

TTCF.14.019 If the number of selected cyclists at the end of the Team Selection Period (Automatic + Provisional) is greater than the maximum prescribed quota (TTCF.14.014) for the Women's Track Sprint Team, the provisionally selected cyclists will be removed from the Women's Track Sprint Team in the following order of priority:

1. 500m Time Trial via 14.018 (first to be removed)
2. Keirin via 14.017
3. Flying 200m via 14.016

#### **Women's Track Endurance Team**

TTCF.14.020 The highest-ranked TTO cyclist in the top 100 of the UCI Women Elite Omnium Ranking at the end of the Team Selection Period will earn an Automatic Selection into the Women's Track Endurance Team.

TTCF.14.021 The highest-placed TTO cyclist in the top half of the Women's Omnium at the Track Selection Trials will receive Automatic Selection into the Women's Track Endurance Team.

If the highest placed cyclist in the top half has already been selected via TTCF.14.020 at the end of the Team Selection Period, the next highest-placed TTO cyclist in the top half will also receive Automatic Selection into the Women's Track Endurance Team.

TTCF.14.022 The highest-placed TTO cyclist in the top half of the Women's Scratch Race at the Track Selection Trials will receive Provisional Selection into the Women's Track Endurance Team.

TTCF.14.023 The highest-placed TTO cyclist in the top half of the Women's Points Race at the Track Selection Trials will receive Provisional Selection into the Women's Track Endurance Team.

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TTCF.14.024 The top two (2) TTO qualifiers that meet the CAC Time Standard in the 3km Individual Pursuit at the Track Selection Trials during the Team Selection Period will receive Automatic Selection into the Women’s Track Endurance Team.

If one of the top two (2) 3km Individual Pursuit qualifiers has already been selected via TTCF.14.020 – 14.023 at the end of the Team Selection Period, the next fastest qualifier that meets the CAC Time Standard will also receive Automatic Selection into the Women’s Track Endurance Team.

If the top two (2) 3km Individual Pursuit qualifiers have already been selected via TTCF.14.020 – 14.023 at the end of the Team Selection Period, the next two (2) fastest 3km Individual Pursuit qualifiers that meet the CAC Time Standard will also receive Automatic Selection into the Women’s Track Endurance Team.

TTCF.14.025 If the number of selected cyclists at the end of the Team Selection Period (Automatic + Provisional) is greater than the maximum prescribed quota (TTCF.14.014) for the Women’s Track Endurance Team, the provisionally selected cyclists will be removed from the Women’s Track Endurance Team in the following order of priority:

1. Points Race via TTCF.14.023 (first to be removed)
2. Scratch Race via TTCF.14.022

**Women's Road Team**

TTCF.14.026 Based on the CQS addendum of the QSM, TTO has qualified two (2) Women’s Road quota spots.

If the respective maximum quotas for Women's Road have not been satisfied through the Team Selection Standards by the end of the Team Selection Period, the TTCF reserves the right to reallocate the named Women's Road quotas from within the Women's Track Team per the terms of the CQS or reserves the right to utilize *Chapter 13 – Discretionary Selection Criteria*.

TTCF.14.027 Cyclists will be evaluated based on their race results submitted to the National Coach by the deadline of the Team Selection Period for Road. The National Coach will select cyclists based upon the assessment of the performances and the respective level of competitiveness of the events.

Cyclists are responsible for submitting their race results for the Team Selection Period in writing to the National Coach by the deadline of 12:00 p.m. on 31 May 2018.

### CAC Time Standards

TTCF 14.028

Table 1: CAC Time Standards

Elite Men CAC Time Standards		
Event	Qualification Method	National Cycling Center
Sprint	Flying 200m	10.395
Team Sprint Starter	Standing 250m	18.315
1km Time Trial	1km Time Trial	1:04.350
4km Individual Pursuit	4km Individual Pursuit	4:50.700
Elite Women CAC Time Standards		
Event	Qualification Method	National Cycling Center
Sprint	Flying 200m	12.546
500m Time Trial	500m Time Trial	37.740
3km Individual Pursuit	3km Individual Pursuit	4:20.100

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## CHAPTER 15 – Criteria for the Selection of Officials

### Pre-requisite for Selection to Management Team

TTCF.15.001. Officials wishing to be members of the Management Team for foreign and local international competitions are required to:

1. Be a citizen on Trinidad & Tobago and be of good character.
2. Be in possession of a passport that must be valid no less than six (6) months after the foreign international event.
3. Be in possession of a valid UCI licence issued by the TTCF.
4. Indicate their availability to participate to the Racing Committee at least three (3) months before the event via the nomination form in APPENDIX B.
5. Be free of any suspension or disciplinary action by the UCI, TTCF or any other cycling body.
6. Be in good standing with OMADC, WADA, UCI or any other relevant governing body sanctioning the event for which the official has been chosen.
7. At minimum, at least one of the Coaches or one of the Managers must have a valid First Aid Certification or equivalent.

### Selection Criteria of the Management Team

TTCF.15.002. Members of the Management Team will be selected via the following criteria:

1. The Racing Committee will review and verify the data supplied on the nomination forms received from the TTCF members.
2. Applications for positions of Team Management must bear with it two (2) references from within the cycling fraternity (See Nomination form in APPENDIX B).
3. Officials must meet all of the pre-requisites stated above and must also meet the minimum qualification criteria as indicated in the Chapter 16 – Team Management – Job Description.
4. The identified list of foreign events shall be divided into three (3) levels. Each level of competition will have its own minimum requirements with respect to experience for the Team Coach, Manager, Mechanic and Chaperone. See table 4 below for classification of events.
5. Once the final list of nominees has been determined, the Racing Committee shall analyse the documents and select the best fitting candidate.

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**Table 1 - Classification of International Competitions**

Level 1	Level 2	Level 3
<ul style="list-style-type: none"> <li>Junior Pan Am Track &amp; Road Championships</li> <li>Elite &amp; Junior Caribbean Road Cycling Championships</li> <li>Pan American Mountain Bike Championships</li> <li>ALBA Games</li> <li>UCI Sanctioned Grand Prix</li> <li>Junior World Track Championships</li> <li>All local International Competitions</li> </ul>	<ul style="list-style-type: none"> <li>Elite Pan Am Track &amp; Road Championships</li> <li>Central American &amp; Caribbean Games</li> <li>UCI World Cups</li> </ul>	<ul style="list-style-type: none"> <li>Olympic Games</li> <li>Commonwealth Games</li> <li>Pan American Games</li> <li>UCI World Track &amp; Road Championships</li> </ul>

TTCF.15.003. The minimum experience requirements for Level 1, Level 2 and Level 3 type events are listed below. Note that 2 Level-One events are equivalent to 1 Level-Two event and 2 Level-Two events are equivalent to 1 Level-Three event.

**Table 2 - Minimum Management Experience Requirements for International Competitions**

	Level One	Level Two	Level Three
<b>Team Coach or Assistant Coach</b>	- 3 years practicing experience as a Coach UCI Level 1 Coaching Certification	- 4 years practicing experience as a Coach - Attended at least 2 Level-One Events as a Manager or Coach - UCI Level 1 Coaching Certification	- 5 years practicing experience as a Coach - Attended at least 2 Level-Two (or equivalent) events as a Manager or Coach - UCI Level 2 Coaching Certification
<b>Team Manager or Assistant Manager</b>	Evidence of Managerial/Organisational Skills	Attended at least 2 Level-One Events as a Manager or Coach	Attended at least 2 Level-Two (or equivalent) events as a Manager or Coach
<b>Mechanic</b>	3 years practicing experience as a Mechanic  TTCF Mechanic Certification or equivalent	Attended at least 2 Level-One Events as a Mechanic  TTCF Mechanic Certification or equivalent	Attended at least 4 Level-Two (or equivalent) events as a Mechanic TTCF Mechanic Certification or equivalent
<b>Chaperone</b>	Working knowledge with teenagers	Not Applicable	Not Applicable



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Soigneur	Working knowledge cyclists requirements off the bicycle	Attended at least 2 Level –One Events as a Soigneur or Chaperone	Attended at least 4 Level- Two (or equivalent) events as a Soigneur
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## CHAPTER 16 – Management Team - Job Description

Position:	<b>Team Manager</b>	Report to:	Racing Committee
Function:	Managing National Team	Direct Reports:	National Team
Job Holder:	To be selected amongst TTCF members		

### Job Purpose

To manage National teams at local and international events

### Responsibilities

1. Work closely with the National Coach, Team Coach, High Performance Manager or Technical Director (where applicable), to support the delivery of the coaching and competition programs for the events.
2. Attends Technical briefing sessions at international and local events and communicates back to the coaching staff and team.
3. Responsible for the team on all matters specific to the event, policies of the TTCF liaise with the athletes, their manager, clubs, parent/guardian (for junior cyclists), equipment and apparel distribution. The team shall be briefed prior, during and after the event.
4. Will work in conjunction with the Finance Committee to submit a detailed budget for the event in question at a minimum of six (6) weeks before the event
5. Manages the team budget and gives an accurate account along with source documents presented to the Finance Committee.
6. The Manager of the team has the responsibility for ensuring that every member of the international contingent read and sign a Code of Conduct and forward to the Racing Committee.
7. Undertakes any other tasks appropriate to this level of responsibility as required by Racing Committee
8. Must be a Team Player
9. Coordinate preparation of training camps (where necessary)
10. Provide accurate reports as required by the Racing Committee after an event, detailing qualitative and quantitative data relating to the event and making the necessary recommendations to ensure continuous improvement. A written report is to be submitted within two (2) weeks after the event.

### Qualification/ Training

- Completion of Secondary School Education or equivalent experience
- Criteria set out in Table 5 – Minimum Management Experience Requirement for International Competitions
- Valid First Aid Certification or equivalent

### Knowledge/Experience

- Experience of working with different organizations and people at a variety of levels to develop effective partnerships and relationships.

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- Knowledge and understanding of core sports development principles.
- Previous experience in managing National teams could be an asset
- Holder of a certificate of the Trinidad & Tobago Olympic Committee (TTOC) Sports Administration Programme could be an asset

#### Skills

- Excellent interpersonal skill, demonstrating an ability to communicate
- Ability to produce accurate data and reports.
- Excellent planning and organizational skills with the ability to prioritise work set targets for self and others.
- Ability to motivate, manage and lead others to deliver targets and achieve full potential.
- Understand the technical cycling terms.
- Excellent verbal and written communication skills.
- Ability to work effectively on own initiative and to maintain a high standard of work under pressure.
- Must be computer literate

#### Additional Requirements

- Ability to acquire relevant visas for overseas travel if necessary.
- Holder a valid Driver's Licence would be an asset
- Good disciplinary record within a one-year period with any governing body under the umbrella of the UCI.
- Medical Fitness Certificate
- Certificate of Good Character

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Position:	<b>Assistant Team Manager</b>	Report to:	Team Manager
Function:	Assists with Managing National Team		
Job Holder:	To be selected amongst TTCF members		

**Job Purpose**

To assist team manager in managing National team at local and international events where applicable.

**Other Requirements: Refer to Team Manager.**



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Position:	<b>Team Coach</b>	Report to:	Racing Committee
Function:	Coaching National Team	Direct Reports:	National Team
Job Holder:	To be selected amongst TTCF members		

### Job Purpose

To guide, motivate and provide support to the National Team to achieve pre-determined goals

### Responsibilities

1. Assist the athletes to ensure that their programmes prepare them to excel at the identified international racing competitions.
2. Achieve Key Performance Index factors set by the Racing Committee
3. Coordinating all training sessions, training camps or otherwise
4. Liaising with club coaches and prepare necessary programs
5. Selection of individual cyclists to participate in team events
6. Travel with National Teams to regional and international training camps and competitions.
7. Excellent interpersonal skill, demonstrating an ability to communicate
8. Ability to produce accurate data and reports
9. Keep current with regards to new rules, regulations and procedures set by the UCI and TTCF
10. Continue to learn about new products and technique.
11. Understands the technical aspects of competitive racing and must be able to relate that information clearly to cyclists and management team

### Qualification/ Training

- a. Completion of Secondary School Education or equivalent experience
- b. Criteria set out in Table 5 – Minimum Management Experience Requirement for International Competitions
- c. Valid First Aid Certification or equivalent

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**Skills**

- Understand the technical cycling terms
- Ability to problem solve and work in a fast paced environment
- Good Team Player
- Continue to learn about new products and technique
- Be a good motivator to encourage best performances

**Additional Requirements**

- Ability to acquire relevant visas for overseas travel if necessary.
- Certificate of Good Character
- Medical Fitness Certificate
- Clear disciplinary record within a one-year period with the TTCF.



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Position:	<b>Assistant Team Coach</b>	Report to:	Team Manager
Function:	Assists with Managing National Team		
Job Holder:	To be selected amongst TTCF members		

**Job Purpose**

To assist team coach in coaching National team at local and international events where applicable.

**Other Requirements: Refer to Team Coach.**



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Position	<b>Team Mechanic</b>	Reports to:	Team Coach and Manager
Function:	Maintains cycling equipment		
Job Holder	To be selected amongst TTCF member		

#### Job Purpose

To provide reliable mechanical service to National team cycling equipment

#### Responsibilities

1. Know the correct procedures for doing all types of repairs and maintenance.
2. Performs repairs within established time limits.
3. Working with the instructions of the Team Coach or Team Manager with regards to cycling equipment. This will include but not be limited to the following:
  - a. Changing gears
  - b. Tuning and maintaining bikes
  - c. Changing and repairing tyres
  - d. Changing and repairing wheels
4. Performs each repair thoroughly and satisfactorily.
5. Undertakes any other tasks appropriate to this level of responsibility as required by the Management Team
6. Work with team prior to event to familiarise himself with specific bicycles
7. Prepare maintenance log on work performed on all the equipment, including defective equipment and reports to Team Manager as necessary
8. Familiar with UCI Regulations with respect to bike fit and equipment
9. Coordinating in consultation with Team Manager, proper inspection of all racing equipment prior to event
10. Continue to learn about new products and technique.

#### Qualification/ Training

1. Criteria set out in Table 5 – Minimum Management Experience Requirement for International Competitions

#### Knowledge/Experience

- Practicing mechanic and works with different types bicycles on a regular basis.

#### Skills

- Good communication skills
- Ability to prioritize work schedule
- Ability to work under pressure or in a fast paced environment
- Understand the technical cycling terms and gearing.

#### Additional Requirements

- Ability to acquire relevant visas for overseas travel if necessary.
- Clear disciplinary record within a one-year period with the TTCF.
- Certificate of Good Character
- Medical Fitness Certificate
- Good Team Player.

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Position	<b>Soigneur</b>	Reports to:	Manager
Function	Provides non-bicycle assistance to team members		
Job Holder	To be selected amongst TTCF members		

**Job Purpose**

To provide non-bicycle related assistance to team members.

**Responsibilities**

1. Provides assistance to the Team manager and other team members inclusive but not limited to:
  - a. Grocery/Shopping for the Team
  - b. Team members' laundry
  - c. Massages (if certified/qualified to do so)
  - d. Prepare drinks/meals/shakes for cyclists at the race venue
  - e. Feed cyclists (during road races)
  - f. Provide First Aid assistance if doctors/medical personnel are not around

**Qualification/ Training**

1. Valid First Aid Certification or equivalent

**Knowledge/Experience**

- Experience working with National Teams
- Basic knowledge of cycling terms

**Skills**

- Good communication skills
- Ability to prioritize work schedule

**Additional Requirements**

- Be a good motivator so as to encourage best performance
- Ability to acquire relevant visas for overseas travel if necessary.
- Good disciplinary record within a one-year period with the TTCF.
- Certificate of Good Character
- Medical Fitness Certificate
- Good Team Player

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## CHAPTER 17 – National Cycling Pool

TTCF.17.001 The objective of this chapter is to prepare of pool of Elite and Junior cyclists to represent Trinidad and Tobago at the highest level in the sport of cycling. The focus of the pool will be that of the Team events.

The purpose behind this team driven format is following the current Olympic format where Team Events qualify additional cyclists for Individual events. In addition, Nations are limited to those on the Team Events and thus selection to the individual events is from those participating in Team Events.

TTCF.17.002 The National Cycling Pool is to be overseen and managed by the National Cycling Coach.

### **Optional withdrawal**

TTCF.17.003 Cyclists who decide not to enter the pool will be able to be eligible for selection through the regular qualification process indicated within this document – TTCF-SP-001.

TTCF.17.004 Those cyclists who withdraw from the pool and who do not train within the pool for a stipulated time with the National Cycling Coach will not be eligible for selection to the Team Events. Cyclists wishing to be part of a Team Event must train with the pool for a stipulated time outlined by the National Cycling Coach in conjunction with the Racing Committee.

### **Pool Composition**

TTCF.17.005 The National Cycling Pool will consist of the following numbers:

#### *Sprint:*

Elite Men – 6

Junior Men – 5

Women (Elite & Juniors) – 4

#### *Endurance*

Elite Men – 6

Junior Men – 6

Women (Elite & Juniors) - 4

### **Criteria for Selection**

TTCF.17.006 Cyclists will be firstly assessed based on the following criteria

- a. Established top 100 world ranking in specific events in the year of pool selection
- b. Established Performance measurement at National Championships
- c. Established performance measurements at established assessments periods
- d. Exceptional performance by athletes who fall outside of the above. Note, exceptional performance will be defined by a Panel comprising of National Coaches and the Racing Committee.

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#### Criteria for Involuntary Withdrawal

TTCF.17.007 Cyclists can be automatically withdrawn from the National Cycling Pool if the cyclist has been found to be guilty of the following. Withdrawal of an athlete will be made after discussions with the National Cycling Coaches and the Racing Committee.

- a. Athlete not meeting KPI over a defined period set out by the National Coach
- b. Poor attendance
- c. Continued poor discipline
- d. Athletes found to violating WADA rules and regulations

#### Structure and Support

TTCF.17.008 In addition to the National Cycling Coaches for Sprint and Endurance, the National Cycling Pool will be assisted by a Manager and Assistant Manager whose roles and responsibilities are defined in Chapter 16.

TTCF.17.009 Each athlete should be contracted on a yearly basis.

TTCF.17.010 As reasonably possible, all equipment, team travel etc will be provided by the TTCF.

TTCF.17.011 Pool members will have access to the Elite Performance Development Unit (EDPU) or equivalent.

TTCF.17.012 All members will be required to undergo monthly assessments which will be reviewed by the RC

TTCF.17.013 The pool would be reviewed on an annual basis after the National championship.

TTCF.17.014 The National Cycling Pool will not supersede the preceding qualification processes stipulated within this document. All cyclists within the pool will be required to participate in a final trial before the team is selected.

