



TRIATHLON SOUTH AFRICA EVENT SANCTIONING APPLICATION



I/We _____ ("the event organiser") hereby request
 _____ ("the region" or TSA) to sanction a
 TRIATHLON / DUATHLON / AQUATHLON / CROSS TRIATHLON / CROSS DUATHLON event as described in this application.

Name of Event:

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Type of Event:

Triathlon		Duathlon		Aquathlon	
Cross Triathlon		Cross Duathlon			

Status of Event:

International		National		Regional	
Club		Other (Specify)			

Date of Event:

Venue:

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Distance:

Swim		Cycle		Run	
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Sponsor(s):

Number of Marshals to be Used:

Sea/Open Water		Land		Number of TO's (Est)	
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Entry Fees to be Charged:

Number of Athletes Expected:

Ultra	R	Senior	
Standard	R	Junior	
Sprint	R	Other	
S Sprint	R		

Event Organiser (Personal Particulars):

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Event Director (Personal Particulars):

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Address:

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Contact Details:

Tel		e-Mail	
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Triathlon South Africa (TSA) is the sole governing body for the hosting of these and other multi- sport events. Failure to comply with TSA sanctioning requirements can necessitate TSA (and/or the region) to inform the statutory authorities of the failure to comply, which could result in the cancellation of the event. The event organiser agrees to comply with the conditions and/or requirements of sanctioning before, during and after the event as specified below:

1. Provisional Sanctioning:

Submission of this application to have an event sanctioned is not approval nor does it constitute sanctioning. Once the application has been favourably considered, the Region/TSA will issue a written communication to the event organiser confirming provisional sanctioning.

The following must be submitted to TSA together with this application for provisional sanctioning:

- Route maps (show direction of movement for swim, bike and run).
- Transition layout map (show flow of competitors).
- Program of the day (times of race briefings, Technical Official meetings, marshals' briefings, race waves, award ceremonies, prize giving).
- Medical plan (including life savers, ambulance, medics, and evacuation route)
- Final sanctioning shall take place upon compliance (and approval) of the requirements listed in paragraph 13 below.

2. Provisional Sanctioning Approved:

Upon receipt by TSA of this Application, Level 1 events will be referred by TSA to the relevant Region for attention. All other events will be attended to by TSA. The Region/TSA shall appoint a Technical Delegate. The detail of the appointed Technical Delegate will be confirmed with the Event Organiser. The role of the Technical Delegate is to work with the EO in delivering a safe and fair event with the Event Organiser Manual and Race Rules as basis. The event organiser must adhere to all rulings and instructions of the Technical Delegate.

3. Race Rules:

- 3.1 The Technical Delegate must inspect the course layout before approval is obtained from the traffic authorities etc. The Technical Delegate will discuss any problems, which the event organiser might have in interpreting the rules or complying with specific sections of the rules. Dispensation may be granted in certain instances on the basis that the deviation or variance is notified to athletes on the entry form, with prior approval of the province/TSA.
- 3.2 In the event of a cross – tri/du event, the traditional race rules and technical requirements will be suitably amended. The Technical Delegate will advise the event organiser accordingly.
- 3.3 The region/TSA will appoint a Head Referee for the event who will on race day rule on all matters pertaining to the race in accordance with the competition rules.
- 3.4 The event organiser may not fulfil the roles of Technical Delegate or Technical Official.
- 3.5 The race rules pertaining to a draft legal/non draft event must be clearly stated on the event information sheet and entry form.
- 3.6 At the request of the region/TSA (or SAIDFS), the event organiser must provide the requested facilities and related hospitality, to conduct drug testing.

4. Entry Form/Flyer/Electronic Advertising:

- 4.1 The entry form must include the logo of the region and TSA. It must clearly state that the race is sanctioned by TSA/Region and run under the TSA Race Rules.
- 4.2 The entry form must be submitted to Technical Delegate appointed by TSA/Region prior to printing/distribution (including electronic distribution), to ensure sanctioning compliance.
- 4.3 A realistic description of the course, a map of the course showing each discipline must be prepared.
- 4.4 Distances of each segment must be indicated.
- 4.5 Location of the registration centre, transition and bike check-in etc. must be included.
- 4.6 The entry form must include the date by which pre entries are to be submitted and closing date for late entries.
- 4.7 Fees should indicate:
 - Pre entries
 - Late entries (if applicable)
 - Cost of temporary (day) licence for restricted TSA membership
- 4.8 Age groups and minimum age are to be specified.
- 4.9 An appropriate indemnity clause.
- 4.10 Place for each competitor to sign.
- 4.11 If and when applicable, a place for the athlete to indicate availability for provincial or national/representative team selection.
- 4.12 Clear mention if the race is AWAD athlete friendly or not.
- 4.13 Space for the athlete to fill in his/her TSA registration number.

5. Categories of Competition:

- 5.1 Depending on the nature of the event, athletes are classified as:
 - Elite (Elite, U23 Elite – Elite licence)
 - Age-grouper
 - Junior
 - Paratriathlon
- 5.2 Age-group categories are as per the TSA Competition Rules unless otherwise approved by the Technical Delegate. Refer to Annexure A for minimum age per distance

6. Event Disciplines:

6.1 SWIM SECTION:

Trained lifeguards using approved rescue craft at a ratio of 1:30 with a minimum of three must be provided.

- A motorised boat with a propeller guard must be available for Race Officials. Such boat may not be shared by medical staff or television production crew.

- A lead craft can accompany the leading swimmers at a distance of 50m. The majority of the lifeguards should maintain close liaison with slower swimmers. This should be by paddle ski or canoe in preference to any motor-driven craft.
- Buoys, which form part of the swim course, must be properly anchored and easily identifiable.
- Buoys marking turning points must have a method of guidance to ensure that athletes swim the complete course around each marker.
- During the swim segment all athletes must wear brightly coloured swim caps.

6.2 CYCLE SECTION:

- At the discretion of the Technical Delegate, there shall be a minimum of 2 motorcycles and drivers for officials (up to the standard distance) and 4 for a long-distance event.
- Road marshals are required to be at every intersection and to assist traffic officials.
- A lead motorcycle shall guide the leading cyclist and should maintain a minimum distance of 50m ahead.
- A distance tolerance is allowed on bike course, 5% on Middle and long distance and 10% on standard distance and less).

6.3 RUN SECTION:

- Athletes should be running on footpaths, pavement, or open road, suitable for the event.
- Marshals are required at all intersections and turning points.
- At the discretion of the Technical Delegate, a lead mountain bike shall guide the leading male and leading female athlete maintaining a minimum distance of 50m ahead.

6.4 TRANSITION

- The layout must be in a format that it will be fair to every athlete irrelevant where he/she racked their bike in transition. The distance that each athlete pushes his/her bike in transition should be the same.
- To achieve abovementioned swim/bike in should be in same place and bike/run out should be in same place.

7. Marshals:

- The event organiser shall appoint a chief marshal for each section of the race including the transition area.
- The event organiser must ensure adequate medical or paramedical aid staff to be mobile and available from at least 30 min prior to the start of the event, during the event and for at least 30 min after the last athlete has finished the race.

8. Aid Station:

8.1 Location:

- Transition area
- Bike every 40km
- Run every 2.5km
- Finish

8.2 Aid stations must have an adequate supply of clean fresh water while that segment of the race is open. Energy drinks can be supplied at the finish. Provision should be made for sealed water when Anti-Doping take place

9. Identification and Numbering:

Race numbers of competitors must correspond with the entry list. Competitors should be marked on both arms and legs. Race numbers must correspond with bike and kit numbers.

10. General:

- 10.1 TSA has Public Liability Insurance Cover to the sum of R25 000 000, which, subject to sanctioning, permit the event organiser the cover thereof.
- 10.2 All structures related to hosting the event as well as pre- and post-event activities, including temporary structures such as spectator stands, pedestrian crossings, gantries, podium, tents, gazebos etc. are at the request of the Technical Delegate subject to a Certificate of Approval (issued by a suitably qualified engineer or such other authority, duly recognised/approved by TSA) to be provided by the event organiser.
- 10.3 The event organiser will comply with all requirements (including all additional requirements) of the TSA Insurer for purposes of the TSA Public Liability Insurance Cover.
- 10.4 In the event of non-compliance by the event organiser or exclusion of a particular risk/liability by the TSA Insurer, the event organiser will arrange at its cost's appropriate insurance cover, failing which TSA may withdraw sanctioning of the event.
- 10.5 Depending on the venue, distance to travel, the duration of the event, the need for accommodation and other logistical arrangements, upon the determination of the Technical Delegate, the event organiser shall also be liable for such reasonable travel and accommodation expenses of the Technical Delegate and Race Officials. This may include a site visit by the Technical Delegate before the race date, if required.
- 10.6 In the event of the event organiser being a juristic person, the signatory hereof in his/her personal capacity hereby accepts personal liability, as co-debtor and surety on behalf of the juristic person, for the timeous payment of fees payable in terms hereof, including prize money (for purposes of which TSA/Region may hold such person personally liable).
- 10.7 Both TSA full registered and TSA restricted registered athletes will enjoy personal injury cover in accordance with the TSA Insurance Cover Policy.
- 10.8 If the event is to be televised, the Technical Delegate and Head Referee shall issue directions to the cameramen on their movements and positions on the field of play. The event organiser must assist in compliance.
- 10.9 All motorised equipment (boats/motorbikes) including the operators and/or drivers is the responsibility of the event organiser. Mountain bikes (including helmets) are also to be arranged by the event organiser for use by the officials, where necessary and in consultation with the Technical Delegate.

11. Basis of Agreement:

- 11.1 The sanctioning fees payable to the region or TSA are set out in the Annexure hereto. Any amendment must be in writing, signed by the event organiser and the region/TSA.
- 11.2 The sanctioning fee applies to all athletes and does not include the day license fee.

- 11.3 All fees are payable to the region or TSA within 7 days after the event, unless otherwise agreed. Fees are payable for all entered paid up participants and not for finishers only.
- 11.4 The event organiser will be permitted and must use the regional and TSA logo on all event documentation. (Refer Para 4 Entry form)
- 11.5 A sanctioned event will be included in the race calendar of events published by TSA.
- 11.6 The event organiser must comply with the requirements of the Safety at Events Act of 2010. The TSA/Regional appointed Technical Delegate may at any time verify compliance.
- 11.7 The event organiser shall provide the Region and TSA with an entry list, race report and a copy of a full set of results within 3 days of the event.
- 11.8 An event organiser that intends hosting an event may request TSA (in accordance with the TSA time frames for the various Levels of events), to provisionally reserve a date on the TSA calendar. Such date reservation will lapse if the event organiser does not submit this sanctioning application to TSA within 6 weeks of the date of reservation. For events that will take place within 5 months, a date reservation of 3 weeks will be granted.
- 11.9 Despite sanctioning, the Technical Delegate (and/or TSA) reserve the right to withdraw such sanctioning if the event organiser does not comply with the requirements listed herein, including compliance with the TSA Competition/Race Rules or any other event specific ruling of the Technical Delegate.
- 11.10 No event organiser may launch an event in the media or on the internet unless sanctioning, provisional or otherwise, has been obtained.
- 12. Race Officials/Technical Delegate/Technical Officials:**
- 12.1 The Region/TSA shall appoint a Head Referee and other Technical Officials as required for the event.
- 12.2 The Technical Delegate will conduct a race briefing prior to the event and notify athletes of any special rules and/or clarify to the organiser/race director and athletes any rule queries.
- 12.3 The Head Referee will liaise throughout the race with the segment supervisors.
- 12.4 The Head Referee shall have day jurisdiction over the organiser, race director as well as all other officials and marshals on race day.
- 12.5 Technical Officials will not act as marshals, nor regulate traffic.
- 12.6 An athlete shall always have the right to lodge a protest/appeal against any ruling or condition. The Technical Delegate shall constitute a Competition Jury, consisting of the Technical Delegate, the event organiser (provided the event organiser is an accredited ITU Event Organiser, if not, a race referee not involved nor implicated in the protest/appeal) and one representative of TSA/Region. The TSA Protest and Appeal process and procedure shall apply. No event organiser, race director or alike may rule on any race rule transgressions, protest, or other race specific complaint.

Note: Without the following, final sanctioning cannot be considered.

The following must be submitted to TSA within 6 weeks of provisional sanctioning, or at the request of the Technical Delegate, whichever is soonest, but must be prior to event launching, advertising, and marketing:

- Water quality certificate (compulsory minimum test requirements): Fresh water: enterococci, E-Coli and Bilharzia. Ocean: faecal coliform and enterococci. Ocean: certificate indicating shark prevention measures are required. A second certificate must be submitted two weeks prior to the event.
- Draft entry form, posters, information flyers and event program. (to include the TSA logo) If electronic the detail that will be published
- Final signed and approved medical plan (to include life savers, ambulance, medics, and evacuation route).
- Final route maps (show direction for swim, bike and run) in accordance with the directions of the Technical Delegate and approved by the Traffic department.
- Final transition layout map (show flow of competitors).
- Registration, race briefing, finish area, spectator, and parking management plans.
- Signed approval certificates from the Local Authority, Traffic Department, and venue authority.
- Name of the public announcer and name of television production house (if applicable).
- Final program for the day (times of race briefings, Technical Official meetings, marshals' briefings, race waves, award ceremonies, prize giving).
- Breakdown of prize money.
- Awards ceremony plan (if applicable).
- Particulars of the appointed Safety and Security Officer.
- SAPS Risk Categorisation Section 6.
- Risk assessment for the event including for each discipline.

Event Organiser

Signature:

Date:

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TSA/Province

Sanction Granted subject to:

- 1.
- 2.
- 3.

Signature:

Date:

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Annexure:

- Level 1: Development, club and other events advertised and hosted to attract local/regional participation including regional championships (Event sanctioned by region).
- Level 2: Several events with same look and feel across the country at Standard distance and longer and or events with more than 600 entries or more than R50 000 in total prize money.
- Level 3: International licensed events.
- Level 4: Series events: Several events hosted at various venues in South Africa with the same look and feel, primarily focused on mass participation and development. Event duration: half day to conclude by lunchtime (No longer than Sprint distance).
- Level 5: National Championships, ITU/ATU events and other international events for which TSA is responsible.

SANCTIONING FEE			
	<i>Less than Standard</i>	<i>Standard</i>	<i>More than Standard</i>
Level 1	Hosting province to determine fee, however must be less than Level 2 tariff		
Level 2	R35	R85	R95
Level 3	R60	R95	R120
Level 4	To be agreed with TSA based on Level 2 tariff		
Level 5	N/A		

DAY LICENCE FEE			
	<i>Less than Standard</i>	<i>Standard</i>	<i>More than Standard</i>
Level 1 - 4	R57.50 (Incl VAT)	R138.00 (Incl VAT)	R172.50 (Incl VAT)
Notes:	<ol style="list-style-type: none"> 1. Level 2, 3 and 4 events to be sanctioned by TSA. Level 1 by the region where event is being held. 2. Athletes participating in the age category 8 – 11, as part of other races on the day, is exempted from the payment of sanctioning and day license fees. 3. Collection of Day licenses Inclusive of R15 / R25 / R35 collecting fee to Event Organiser. 4. The fee tariff is “per paid up athlete entered” and NOT per athlete finishing. 5. Team entry = athlete entry. E.g. 3 team members 3 x Day license. 		

OFFICIAL RACE DISTANCES & AGE REQUIREMENT				
Triathlon	Swim	Bike	Run	Min. Age
Super Sprint	250m to 500m	6,5km to 13km	1,7km to 3,5km	12 years
Sprint	Up to 750m	Up to 20km	Up to 5km	16 years
Standard	1500m	40km	10km	18 years
Middle/Long Distance	1900m+	80km+	20km+	18 years
Duathlon	Swim	Bike	Run	Min. Age
Super Sprint	2.5km	10km	1.25km	12 years
Sprint	5km	20km	2.5km	16 years
Standard	5km to 10km	30 to 40km	5km	18 years
Middle Distance	10 to 20km	60 to 90km	10km	18 years
Long Distance	10 to 20km	120 to 150km	20 to 30km	18 years
Cross Triathlon	Swim	Bike	Run	Min. Age
Super Sprint	250m	5-6km	1-2km	12 years
Sprint	500m	10-12km	3-4km	16 years
Standard	1000m-1500m	20-30km	6-10km	18 years
Cross Duathlon	Swim	Bike	Run	Min. Age
Super Sprint	3km	5 to 6km	1km	12 years
Sprint	3 to 4km	10 to 12km	1.5 to 2km	16 years
Standard	6-8km	20-30km	3-4km	18 years

NB 5 % and 10% distance tolerance allowed on bike course only. (Refer Para 6.2)