



## TAS Coaching Policy

Version	Date	By	Remarks
V2023	8/3/2023	Eugene Ong	Update relevancy

### Introduction

This policy is created to provide a set of guidelines for Coaches to understand, follow and abide to, and includes the following contents:

- SG Coach Level 1 Triathlon Full Integration Course
- SG Coach Level 1 Triathlon (Technical) Certification Accreditation
- Coaches for TAS Programmes
- World Triathlon Coach Development Pathway
- World Triathlon Coach Facilitators
- Coaches for Overseas competition and Major Games
- Revocation of Coaching Certificate
- Coaches Code of Ethics
- TAS General Code of Conduct
- Dispute Resolution
- Data Privacy
- Coaches Agreement

### SG-Coach Level 1 Full Integration Triathlon Course Policy

#### Pre-Requisites

1. Be 18 years of age and above
2. A strong passion or desire to coach triathlon and develop athletes
3. Signed TAS Coaches' Agreement
4. Possess or have the intention to possess the following:  
(to be completed before registration for NROC)
  - Valid Triathlon Singapore Membership
  - Valid Standard First Aid Certificate with CPR/AED
  - Life-Saving Level 1,2,3 or higher
  - For foreigners, a valid work pass or letter of consent from MOM

#### Course requirements

1. Complete the FSS and SG-Coach Theory e-learning modules online on SportSG-ED within the stipulated timings
2. 100% attendance for SG-Coach level 1 (Technical) classroom and physical sessions (estimated 46 hours)
3. Pass both the practical assessment and written examination
4. Sit for both the FSS and SG-Coach Theory exams and score at least 80% for both exams

To apply for NROC membership, please visit:

<https://www.sportsingapore.gov.sg/Athletes-Coaches/Coaches-Corner/National-Registry-of-Coaches>

### **SG-Coach Level 1 Triathlon (Technical) Certification Accreditation Policy:**

To define applicants to receive the SG-Coach Level 1 Triathlon (Technical) certification based on their prior coaching certification. For accreditation, TAS will accept an equivalent coaching certification issued from:

- World Triathlon
- Belgian Triathlon
- Triathlon Canada
- Spain Triathlon
- France Triathlon
- British Triathlon
- Triathlon Ireland
- Mexico Triathlon
- Portugal Triathlon
- USA Triathlon

Note: For an updated list, please refer to:

[https://wcs.triathlon.org/development/coach/accredited\\_coach\\_education\\_program](https://wcs.triathlon.org/development/coach/accredited_coach_education_program)

To apply for accreditation,

- Signed and submit the “Coaching Accreditation Application Form”
- Payment of \$200 for administrative fees

To apply for NROC, applicants will still need to complete the following:

- SG Coach Level 1 Theory Course
- Foundational Sports Science Course
- Valid Standard First Aid Certificate with CPR/AED
- Life-Saving Level 1,2,3 or higher
- For foreigners, a valid work pass or letter of consent from MOM
- Valid Triathlon Singapore Membership
- Signed TAS Coaches’ Agreement

### **Coaches for TAS Programmes**

Recruitment of coaches to conduct TAS programmes shall be published onto TAS public domain platforms, including website and social media.

Requirements:

1. To lead, must possess a full NROC membership under Triathlon
2. To assist, must minimally possess a provisional NROC membership under Triathlon
3. Valid Triathlon Singapore Membership
4. Valid TAS Coaches’ Agreement

Coaching Allowance / Fees:

<b>Coach Type</b>	<b>Hourly</b>	<b>Half day (&gt;2.5 hrs)</b>	<b>Full day (&gt;5.0 hrs)</b>
Lead - Senior Coach (TRI Level 2 and above)	\$70	\$175	\$350
Lead / Assist - Coach (TRI Level 1)	\$60	\$150	\$300
Lead / Assist - Coach (SG Coach Level 1)	\$50	\$125	\$250
Assist - Coach (Provisional NROC)	\$30	\$80	\$150

## World Triathlon Coach Development Pathway

The World Triathlon Coach Development Pathway includes 3 levels of Coaching Courses: Level 1, level 2, level 3. (Note: Level 3 course is currently under consideration and review by World Triathlon. Entry for this course is by invitation/selection from World Triathlon Development only)

For more information, please visit:

[https://triathlon.org/development/coach/coach\\_education\\_objectives\\_strategy\\_pathway](https://triathlon.org/development/coach/coach_education_objectives_strategy_pathway)

	<b>Level 1</b>	<b>Level 2</b>
Application Requirements	<ul style="list-style-type: none"> <li>- NROC Triathlon for 1 year</li> <li>- TAS membership for 1 year</li> <li>- Actively Coaching Triathlon for 1 year</li> <li>- 10 hours Coaching Contribution to TAS each year</li> <li>- Valid TAS Coaches' Agreement</li> </ul>	<ul style="list-style-type: none"> <li>- At least 2 years of World Triathlon Level 1 Coaching Certification</li> <li>- Complete Yearly Validity of World Triathlon Level 1 Coaching Certification</li> </ul>
Priorities	<ul style="list-style-type: none"> <li>- Demonstrate high level of spoken and written skills in English language</li> <li>- Engagement with the Triathlon Community, coaches who are currently coaching youths and junior athletes positively will be given preference</li> <li>- Gender balance</li> </ul>	
Commitments	<ul style="list-style-type: none"> <li>- Attend 100% of Course</li> <li>- Access to a computer with internet connection to complete all online tasks via World Triathlon Education Hub</li> <li>- Submit a 4 year long-term professional coaching plan after the Course</li> </ul>	
Selection Process	Application Forms submitted by TAS, Selection done by World Triathlon	Recommendation from World Triathlon or TAS. Application process and Interview.
Validity	Certification will be Valid for 4 years.  To maintain this certification validity: <ul style="list-style-type: none"> <li>- Complete an annual update each year via World Triathlon Education Hub</li> <li>- Actively Coaching Triathlon</li> <li>- TAS Membership renewal</li> <li>- TAS Coaches' Agreement</li> <li>- Be actively contributing towards Triathlon development in Singapore either as secretariat staff, or as an appointed/elected board member or sub-committee member of TAS. OR</li> <li>- 20 hours of Coaching Contribution to TAS each year.</li> </ul>	

## World Triathlon Coach Facilitators

Coach facilitators run World Triathlon's courses, programmes, and camps for coaches and athletes. Some of the roles includes:

- Delivering Activator Courses
- Delivering formal Level 1 and 2 Coach Education courses
- Delivering Continuous Professional Development (CPD) Courses and Workshops
- Running camps and programmes which support Coaches and Athletes

	<b>World Triathlon Coach Facilitators</b>
Role Description	Deliver courses, programmes and camps for coaches and athletes
Application & Selection	Not open for application  By invitation from World Triathlon only
Skills	<ul style="list-style-type: none"> <li>- Create, manage, sustain &amp; adapt effective learning environments focusing on the needs of the learners to reach the learning outcomes effectively.</li> <li>- Role Model "International Standards" of best practice.</li> <li>- Effective communication skills working with individuals and groups</li> <li>- Self-reflection and self-development</li> <li>- Work effectively as part of the Facilitation team</li> <li>- Develop and maintain effective working relationships with coaches.</li> <li>- expertise in Triathlon, with current, up-to-date skills and knowledge.</li> </ul>
Requirements	<ul style="list-style-type: none"> <li>- Required to attend and pass the Facilitator Course conducted by World triathlon</li> <li>- All other requirements as determined by World Triathlon</li> </ul>
Commitments	<p>World Triathlon will assign facilitators to deliver programs world-wide, with the endorsement from their National Federation</p> <p>To gain TAS's endorsement, facilitators MUST:</p> <ul style="list-style-type: none"> <li>- Be in good standing by maintaining the validity of their TAS Membership annually in a timely manner.</li> <li>- Annually signed TAS Coaches' Agreement.</li> <li>- Be actively contributing towards Triathlon development in Singapore either as secretariat staff, or as an appointed/elected board member or sub-committee member of TAS. OR</li> <li>- 50 voluntary hours of Coaching Contribution to TAS each year</li> <li>- Notify TAS of any World Triathlon engagements or appointments, at least 6 weeks prior (or as soon as reasonably possible)</li> </ul>

### **Coaches for Overseas Competitions and Major Games**

At times, TAS will appoint Team Coaches for certain overseas competitions and Major Games. Please refer to the “Team Official Policy” document for more details and guidelines.

### **Revocation of Coaching Certification policy**

Coaches will have their coaching certification (TRI or SG Coach) revoked in the following situations

1. Immediately upon any suspension or ban given by NROC
2. Immediately upon any suspension or ban given by TRI
3. Immediately upon any suspension or ban given by any other National Federation or National Sports Association.
4. Upon any verdict of revoke given by the TAS Disciplinary Committee, for a breach of the Coaches’ Code of Conduct & ethics and/or any relevant agreement endorsed by the coach.

All coaching certifications, once revoked by TAS, will NOT be restored.

After their suspension or ban have been lifted, coaches may re-apply to take the coaching course again if they want to restore their coaching certifications, subject again to them having met the requirements of the coaching course.

### **Coaches Code of Ethics**

<b>Coach’s Code of Ethics</b>		
1	<p>This Coach’s Code of Ethics set out herein, has been drawn up with reference to the NROC Coach’s Code of Ethics, and is applicable to all registered Triathlon Coaches in Singapore.</p> <p>Ethics refer to the generally accepted norms of right or wrong behaviour, often based on universal values. Ethics is not about legality nor is it meant to be legalistic.</p> <p>Coaches, due to their close interaction with athletes, exposure to the public, and the strong pressure to win, are potentially vulnerable to various forms of ethical issues and concerns</p> <p>The coach-athlete relationship is a privileged one and plays a critical role in the personal and sport development of the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or subconsciously.</p> <p>It is important for coaches to adhere to this Coach’s Code of Ethics, in addition to the General Code of Conduct:</p> <ul style="list-style-type: none"><li>- To minimise the likelihood of being accused of unacceptable behaviour</li><li>- To project a sense of professionalism in their dealings with others</li><li>- To demonstrate their commitment to providing quality services and expertise.</li></ul>	Introduction

2	<p>To provide an ethical framework that would guide coaches in determining appropriate behaviours.</p> <p>To raise the status of coaching as a vocation</p> <p>To facilitate the self-regulation of coaching standards by coaches and consumers of coaching services by telling the public what is expected of coaches.</p> <p>To communicate to the public the professional attitude of our coaches, thereby encouraging greater confidence in them.</p>	Purpose
3	<p>The concept that each individual possesses an intrinsic value and worth is integral to the principle of respect for individuals. The Coach is called upon to act in a manner respectful of the dignity of individuals.</p> <p>a) Treat and respect everyone equally, regardless of race, language, religion, culture, gender or physical ability.</p> <p>b) Recognise that your athletes can contribute by providing positive feedback on training methods and how best performance during training and competition could be optimised. Be a good listener when occasions for such interaction arise.</p> <p>c) Remember that there is a need for certain information to be kept confidential. Disclosure of such information should only be made with the consent of those who requested confidentiality.</p> <p>d) Be sensitive to the feelings of athletes when providing feedback on their training progress and performance during competition. Criticisms, if any, should not be directed at your athlete; instead it should be on your athlete's performance.</p>	Principle: Respect for Individuals
4	<p>The principle of responsible coaching requires that the coach be competent and responsible, and exercise duty of care to the participants to ensure that they are not harmed.</p> <p>It encompasses the concept that risks to the participants are minimised and benefits to their holistic development are maximised.</p> <p>a) Be responsible for periodically updating coaching expertise through participation in courses, conferences and workshops, and through information available in resource materials.</p> <p>b) Prepare well-planned and sound training programmes and execute them in a manner that would benefit all your athletes.</p> <p>c) Recognise the limits of your knowledge and collaborate with other qualified practitioners. Where appropriate, refer athletes to a more qualified coach or specialist.</p>	Principle: Responsible Coaching

	<p>d) Advise your injured athlete to seek further medical treatment and suggest an appropriate recovery plan whenever possible. When deciding on your injured athlete's ability to continue training or competing, do take into account his/her future health and general well-being.</p> <p>e) Ensure that training and competition venues meet with minimum safety standards and that your athletes are properly attired.</p> <p>f) Sexual intimacy with your athlete will not be tolerated. Any physical contact with your athletes should be only when absolutely necessary and during appropriate situations.</p>	
5	<p>The principle of integrity in actions requires the coach to act with uprightness and coherence. Coaches are expected to be honest, principled and honourable.</p> <p>a) Be honest and sincere when communicating with your athletes. Do not give false hopes.</p> <p>b) Inform a fellow coach if and when you are working with their athletes.</p> <p>c) Coaching qualifications and experience should be accurately represented, both in written and verbal form.</p> <p>d) Abide by the rules of the sport and respect your opponents and those in positions of authority.</p> <ul style="list-style-type: none"> <li>○ Abide to all ITU rules and procedures including but not limited to competition, uniform, qualification, appeals.</li> <li>○ Abide to all TAS rules and procedures as set forth in its constitution and policies.</li> </ul> <p>e) Adopt a professional attitude and maintain the highest standards of personal conduct. It should encompass your mannerism, dress and language.</p> <p>f) Exercise self-awareness and evaluate how your values and actions influence your coaching activities positively or negatively.</p> <p>g) Uphold the values of clean, dope-free sport, by complying with all relevant anti-doping rules that are in line with TAS, ADS and WADA. Be a positive influence to those under your charge with respect to the values of clean sport.</p>	Principle: Integrity in Actions
6	Coaches must respect the rights, dignity and worth of every human being and their ultimate right to self-determination.	Addition: Humanity

	Specifically, coaches must treat everyone equitably and sensitively, within the context of their activity and ability, and provide equal opportunities at all times, regardless of age, gender, race, language, religion, citizenship, ancestry, ethnic origin, physical attributes, sexual orientation, disability, body type, athletic ability, socio economy status, family status and marital status.	
7	<p>a) Coaches must be concerned primarily with the well-being, safety, protection and future of the individual athlete. There must be a balance between the development of performance and the social, emotional, intellectual and physical needs of the athlete.</p> <p>b) A key element in a coaching relationship is the development of independence. Athletes must be encouraged and guided to accept responsibility for their own behaviour and performance in training, in competition, and in their domestic, academic or business life.</p> <p>c) Coaches are responsible for setting and monitoring the boundaries between a working relationship and friendship with their athletes. This is particularly important when the athlete is a child or a young person. The coach must realize that certain situations or friendly words and actions could be misinterpreted, not only by the athlete, but also by outsiders (or other members of a team, squad or group of athletes) motivated by jealousy, dislike or mistrust, and could lead to allegations of misconduct or impropriety.</p> <p>d) Where physical contact between coach and athlete is a necessary part of the coaching process, coaches must ensure that no action on their part could be misconstrued. The relationship between coach and athlete relies heavily on mutual trust and respect. This means that the athlete should be made aware of the coach's qualifications and experiences and must be given the opportunity to consent to or decline proposals for training, performance or competition at any given time.</p>	Addition: Relationship
8	<p>a) Coaches should clarify in advance with an athlete (and/or employers) the number of sessions, fees (if any) and method of payment. They should explore with their athletes (and/or employers) the expectation of the outcome of coaching. Written contracts may be appropriate in some circumstances.</p> <p>b) Coaches have a responsibility to declare to their athletes and/or employers any other current coaching commitments. They should also find out if any prospective client is receiving instruction from another coach. If so, the coach should be contacted to discuss the situation.</p> <p>c) Coaches must make explicit to all parties concerned on the nature of the conflict and the loyalties and responsibilities involved,</p>	Addition: Commitment



	<p>should they be aware of any conflicts between their obligation to their athletes and their obligation to TAS (or any other organizations in their employment).</p> <p>d) Coaches should expect a similar level of reciprocal commitment from their athletes. In particular, the athlete (parent/guardian in the case of a minor) should inform the coach of any change in circumstances that affect the coach/athlete relationship.</p> <p>e) Coaches should receive appropriate acknowledgment for their contribution to the athlete's progress and achievement. Where money is earned from performances, it is reasonable to expect the coach should receive an appropriate share of the rewards. Such apportionment with any attendant conditions should be agreed in advance (in writing) to avoid any misunderstanding between both parties.</p>	
9	<p>a) Coaches should communicate and co-operate with other sports and allied professions in the best interests of their athletes. An example of such contact should be the seeking of:</p> <ul style="list-style-type: none"> <li>○ educational and career counselling for young athletes whose involvement in sport impinges upon their studies</li> <li>○ Sport science advice through recognized personnel from either Sport Singapore or individual qualified professionals in this field.</li> <li>○ Coaching advice through qualified coaches from swimming, cycling or running, if the need arises.</li> </ul> <p>b) Coaches must communicate and co-operate with registered medical and ancillary practitioners in the diagnosis, treatment and management of their athletes' medical and psychological problems.</p>	Addition: Co-operation
10	<p>a) Coaches must not encourage athletes to violate the rules of their sport. They should actively seek to discourage and condemn such actions and encourage athletes to obey the spirit of the rules.</p> <p>b) Coaches must not compromise their athletes by advocating measures that could constitute unfair advantage. They must not adopt practices to accelerate performance improvement that might jeopardize the safety, total well-being and future participation of the athlete. Coaches must never advocate or condone the use of prohibited drugs or other banned performance enhancing substances.</p> <p>c) Coaches must ensure that the activities, training and competition programs they advocate and direct or appropriate for their age, maturity, experience and ability of the individual athlete.</p>	Addition: Integrity

	<p>d) Coaches must treat opponents with due respect, both in victory and defeat, and should encourage their athletes to act in a similar manner. A key role for a coach is to prepare athletes to respond to success and failure in a dignified manner.</p> <p>e) Coaches must accept responsibility for the conduct of their athletes and discourage inappropriate behaviour in training, competition, and away from the sporting arena.</p>	
11	<p>a) Advertising by coaches in respect of qualifications, training and/or services must be accurate and professionally restrained. Coaches must be able to present evidence of current qualifications upon request. Evidence should also be available to support any claim associated with the promotion of their services.</p> <p>b) Coaches must not display any affiliation with an organization in a manner that falsely implies sponsorship or accreditation by their organisation.</p>	Addition: Advertising
12	<p>a) Coaches inevitably gather a great deal of personal information about athletes in the course of a working relationship. Coach and athlete must reach agreement about what is to be regarded as confidential information (i.e. not divulged to a third party without the express approval of the athlete).</p> <p>b) Confidentiality does not preclude the disclosure of information about an athlete to persons who can be judged to have a right to know. For example:</p> <ul style="list-style-type: none"> <li>- Evaluation for competitive selection purposes</li> <li>- Recommendations for employment</li> <li>- In pursuit of disciplinary action involving athletes within the sport</li> <li>- In pursuit of disciplinary action by a sports organisation against one of its members</li> <li>- Legal and medical requirements for disclosure</li> <li>- Recommendations to parents/family where the health and safety of athletes might be at stake</li> <li>- In pursuit of action to protect children from abuse.</li> </ul>	Addition: Confidentiality
13	<p>a) Coaches have the privilege to have regular contact with athletes and occasionally to travel and reside with athletes in the course of coaching and competitive practice. A coach must not attempt to exert undue influence over the athlete in order to obtain personal benefit or reward.</p> <p>b) Coaches must consistently display high personal standards and project a favourable image of their sport and of coaching to athletes, their parents/families, other coaches, officials, spectators, the media and the public.</p>	Addition: Abuse of Privilege

	<ul style="list-style-type: none"> <li>c) Personal appearance is a matter of individual taste but Coaches have an obligation to project an image of health, cleanliness and functional efficiency.</li> <li>d) Coaches should never smoke while coaching</li> <li>e) Coaches should not consume alcohol prior to coaching so that it would affect their competence to coach, compromise the safety of the athletes or obviously indicate they had been drinking (e.g. smell of alcohol on breath).</li> <li>f) Coaches should not engage in any form of discriminatory behaviour, Harassment or Abuse.</li> <li>g) Coaches must strictly abide to the General Code of Conduct and Safe Sport Policy of TAS and/or Sport Singapore.</li> </ul>	
14	<ul style="list-style-type: none"> <li>a) Within the limits of their control, coaches have a responsibility to ensure, as far as possible the safety of the athletes with whom they work with.</li> <li>b) All reasonable steps should be taken to establish a safe working and training environment.</li> <li>c) The work done and the manner in which it is done should be in keeping with the regular and approved practice with their sport.</li> <li>d) The activity undertaken should be suitable for their age, physical and emotional maturity, experience and ability of the athletes.</li> <li>e) Coaches have a duty to protect children from harm and abuse.</li> <li>f) The athletes should have been systematically prepared for the activity and made aware of their personal responsibilities in terms of safety.</li> <li>g) Coaches should arrange adequate insurance to cover all aspects of their coaching practice.</li> </ul>	Addition: Safety
15	<ul style="list-style-type: none"> <li>a) Coaches shall confine themselves to practice in those elements of sport for which their training and competence is recognized by the appropriate TAS. Training includes the accumulation of knowledge and skills through formal coach education courses, independent, research and the accumulation of relevant verifiable experience.</li> <li>b) Competence to coach should normally be verified through evidence of qualifications. Competence cannot be inferred solely from evidence of prior experience.</li> </ul>	Addition: Competence

	<p>c) Coaches must be able to recognize and accept when to refer athletes to other coaches or agencies. It is their responsibility, as far as possible, to verify the competence and integrity of any other person to whom they refer an athlete.</p> <p>d) Coaches should regularly seek ways of increasing their personal and professional development.</p> <p>e) Coaches should welcome evaluation of their work by colleagues and be able to account to athletes, employers and colleagues for what they do and why.</p> <p>f) Coaches have a responsibility to themselves and their athletes to maintain their own effectiveness, resilience and abilities. They should recognize when their personal resources are so depleted that help is needed. This may necessitate the withdrawal from coaching temporarily or permanently.</p> <p>g) Coaches should be aware of any validity to their coaching certifications and act accordingly to keep their certifications valid.</p>	
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**TAS General Code of Conduct**

While engaging in training, activities, programmes and competition (local or overseas), all participants (coaches and athletes) are expected to abide by the TAS General Code of Conduct at all times, where relevant.

In particular, it is also the responsibility of the coaches to ensure this code of conduct is complied with by his charges, and report any irregularities to TAS in a timely manner.

<b>TAS General Code of Conduct</b>		
1	<p>Irresponsible behavior by our participants, especially in the form of discrimination, harassment and abuse, can have both physical and emotional impacts on their victims, and could also damage the reputation of TAS and the sport of Triathlon.</p> <p>The purpose of this code is:</p> <ul style="list-style-type: none"> <li>- To create a safe, fair and inclusive environment for participants of our sport, so that they can have a rewarding and positive experience.</li> <li>- To ensure that our participants are treated with respect and dignity, and protected against any form of harm including but not limited to discrimination, harassment, abuse, violence, negligence and neglect.</li> <li>- To provide a framework that would guide our participants in determining appropriate behaviors expected of them.</li> </ul>	Introduction - Purpose

2	<p>This Code set out herein, applies to participants’ conduct during TAS related programs, activities and events, including but not limited to competitions, games, trainings, camps, workshops, courses, meetings, and travel associated with TAS, locally or overseas.</p> <p>This code also applies to participants’ conduct outside of TAS related programs, activities and events, when such conduct adversely affects TAS and is detrimental to the reputation of TAS, as determined by TAS at its sole discretion.</p> <p>Any participant who violates and breach this code may be subject to disciplinary actions and possible sanctions, pursuant to TAS’s “Discipline and Complaints Policy”.</p>	Introduction - Application
3	<p>All participants shall abide to “TAS Safe Sport Policy”, which seeks to ensure that everyone are aware of their rights, responsibilities and the standards of expected behavior of those participating in our sport.</p> <p>The policy also sets out procedures to report any abuse and harassment, and includes protections from any retaliation and repercussions for such reporting.</p>	Safe Sport - Introduction
4	<p>Participants must refrain from all behaviors considered to be Harassment and Abuse.</p> <p>TAS has adopted the description of the various forms of Harassment and Abuse as set out in the IOC Consensus Statement 2016.</p> <p>Harassment and Abuse can be expressed but not limited to, in five forms which may occur in combination or in isolation. These include:</p> <ul style="list-style-type: none"> <li>a) Psychological abuse</li> <li>b) Physical abuse</li> <li>c) Sexual harassment</li> <li>d) Sexual abuse</li> <li>e) Neglect</li> </ul> <p>Examples of behavior that constitute harassment and abuse includes, but not limited to:</p> <ul style="list-style-type: none"> <li>a) Bullying, including cyberbullying</li> <li>b) Written or verbal abuse, threats, or outbursts</li> <li>c) Display of visual material which is offensive</li> <li>d) Unwelcome remarks, jokes, comments, innuendo or taunts</li> <li>e) Any form of hazing</li> <li>f) Leering or other suggestive or obscene gestures</li> <li>g) Behavior intended to undermine self-esteem, diminish performance or adversely affect performance</li> <li>h) Deliberately excluding or socially isolating a person from a group or team</li> <li>i) Unwanted physical contact including but not limited to</li> </ul>	Safe Sport – Harassment and Abuse

	<p>touching, petting, pinching or kissing</p> <ul style="list-style-type: none"> <li>j) Physical or sexual assault</li> <li>k) Offering a benefit in exchange for a sexual favor</li> <li>l) Threats, punishment, or denial of a benefit for refusing a sexual advance.</li> <li>m) Distributing sexually explicit messages or attachments such as videos or photos.</li> <li>n) sexually degrading words used to describe a person</li> <li>o) inquiries or comments about a person’s sex life</li> <li>p) unwelcome sexual flirtations, advances or propositions</li> </ul> <p>Harassment and Abuse can be based on any grounds including race, religion, color, creed, ethnic origin, physical attributes, gender, sexual orientation, age disability, socio-economic status and athletic ability.</p> <p>It can include a one-off incident or a series of incidents. It may be in person or online. Harassment may be deliberate, unsolicited and coercive.</p> <p>Harassment and Abuse often result from an abuse of authority, meaning the improper use of a position of influence, power or authority by an individual against another person.</p> <p>Participants must refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities.</p>	
5	<p>Any individual who experiences or becomes aware of Misconduct in Safe Sport should report the incident to any of TAS appointed Safeguarding Officers, or directly to the SportSG Safe Sport Commission using the following link: <a href="https://www.safesport.sg/case-management/reporting">https://www.safesport.sg/case-management/reporting</a></p> <p>Roles and Duties of TAS Safeguarding Officers:</p> <ul style="list-style-type: none"> <li>a) To be the main point of contact for anyone reporting suspected Harassment and Abuse at any time</li> <li>b) To be the main point of contact for any concerns about Safeguarding</li> <li>c) To support the TAS Disciplinary Committee in any investigation and disciplinary proceedings, if it involves harassment and abuse.</li> <li>d) To provide, if requested, a support to anyone who reports a case of possible harassment and abuse and/or to anyone who has been the subject of Harassment and Abuse.</li> <li>e) To immediately contact any relevant local authorities for any reports of harassment and abuse that had any penal infraction in accordance with the law.</li> </ul>	Safe Sport - Safeguarding

	<p>f) To protect the confidentiality of all the information received at any phase of the procedure, if it involves Harassment and Abuse.</p>	
6	<p>Participants must ensure that all individuals (including but not limited to athletes, team officials, technical officials, volunteers, spectators, supporters) will be treated equally, fairly and reasonably.</p> <p>Participants must demonstrate respect to all individuals age, gender, race, language, religion, citizenship, ancestry, ethnic origin, physical attributes, sexual orientation, disability, body type, athletic ability, socio economy status, family status and marital status.</p> <p>Participants must maintain and preserve the dignity and self-esteem of other individuals when giving comments or criticism, or when interacting with others.</p>	Anti - Discrimination
7	<p>Participants must refrain from the non-medical use of substances and recreational drugs, or the use of performance-enhancing drugs or methods.</p> <p>All participants must abide to and comply with all Anti-Doping rules and policies adopted by ITU and ADS, pursuant to the World Anti-Doping Agency (WADA) Code. This includes:</p> <ul style="list-style-type: none"> <li>a) Testing: To submit to testing when requested to do so, and to respect all responsibilities throughout the doping control process.</li> <li>b) Consequences: To submit to the jurisdiction of the bodies in charge of applying the Anti-Doping Rules, and to be bound by any enforceable penalties deriving from the breach of these rules whether during an official competition or out-of-competition.</li> <li>c) Whereabouts: To report whereabouts where requested to do so, via any system approved by the requestor: TAS, ITU, ADS or any bodies in charge of applying the Anti-Doping Rules.</li> <li>d) Therapeutic Use Exemption (TUE): To inform TAS, ITU, ADS or any other bodies in charge, of any existing and valid TUE granted, or to apply for a TUE for any substance or method the participant must use for therapeutic reasons.</li> <li>e) Reporting: to inform TAS of any drug-related offences in which a participant may be involved, or any drugs or medication prescribed by a certified doctor which might be in violation of any Anti-Doping rules.</li> </ul>	Anti-Doping

	<p>Participants should refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athlete development or supervision of the sport, who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility imposed pursuant to WADA Code and adopted by ITU and ADS.</p>	
8	<p>Participants shall conduct themselves so as to obtain and maintain the best possible mental and physical fitness, highest level of personal health, hygiene and well-being, to perform to the highest possible standard and carry out their duties to the best of their abilities.</p> <p>Participants will immediately inform TAS of any condition, illness or injury which may affect their ability to perform their duties or responsibilities assigned to by TAS.</p> <p>Participants also agree to undertake any further medical assessment, declaration or examinations as required, if any.</p>	Health and Medical
9	<p>Subject to the minimum age and other restrictions relating to the legal consumption of alcohol in the country where their activities are being conducted, participants may only consume alcohol after they have completed their assigned duties and responsibilities.</p> <p>In doing so, participants are to always exercise reasonable restraint so as to avoid the excessive consumption of alcohol such that their behavior and conduct will bring or have a tendency to bring themselves, TAS, our affiliated partners and the nation into disrepute.</p>	Alcohol
10	<p>Participants agrees not to participate or assist in any gambling or betting activities, while engaging in TAS related programs, activities and events, including but not limited to competitions, games, trainings, camps, and any travel.</p> <p>Participants agrees not to appear in, participate in or permit his image to be used for or in connection with the endorsement, promotion and marketing of any betting or gaming agency and/or gambling or betting activities.</p>	Gambling
11	<p>Participants agrees not to manipulate any competition or event, and to always perform to the best of his ability.</p> <p>Participants must refrain from engaging in deliberate cheating, and/or not offer or receive any bribe, which is intended to manipulate the outcome of a competition.</p> <p>Participants agrees not to share any inside or non-public information about the sport to any non-authorized personnel.</p>	Manipulation of Sports Competitions



	Participants agrees to report any approach to manipulate or any suspicious request to TAS.	
12	<p>Participants will not make any public statement which is derogatory of TAS and our affiliated partners, nor make any critical statement or disparaging remarks upon another individual, be it on a personal basis or with regards to any programs/competitions.</p> <p>Participants must obtain prior consent and approval from TAS before engaging in any interview with any member of the media with regards to any of TAS activities and engagements.</p> <p>Participants agrees to be filmed, televised, photographed or identified in their participation of our Sport and TAS activities, as determined by TAS and our affiliated partners.</p>	Media
13	<p>Participants must wear the designated attire while participating in TAS related programs, activities and events, including but not limited to competitions, games, trainings, camps, and any travel.</p> <p>Participants must comply with any regulations and rules that requires them to wear any attires for competitions, for travel or for attending any official functions.</p> <p>Participants shall seek for TAS approval should they intend to make any alterations to the TAS attire or any given attire.</p>	Attire
14	<p>Participants must fulfil any engagements as required by TAS sponsors, if any. This includes any social media postings and/or sessions as arranged by the sponsors and/or as required in the sponsorship agreement.</p> <p>Participants must take care to avoid any conflicts between individual sponsors and those of TAS.</p> <p>Participants will not engage in any activities or promotional activities to solicit for personal/sponsored brands, Teams, Clubs whatsoever.</p> <p>Participants shall seek for TAS approval should they intend to put any sponsor/Club images on TAS attire or competition attire.</p>	Sponsors
15	<p>Participants shall uphold the good name of the Republic of Singapore, TAS and our affiliate partners, and display exemplary behavior at all times.</p> <p>Participants shall not at any time engage in conduct that will adversely affect relationships with other participants, which includes comments, behaviors which may be damaging, humiliating or defamatory, or which will be detrimental to the image and reputation of themselves, other participants, TAS, our sports and our affiliate partners.</p>	General Behavior

	<p>Participants shall avoid getting into any potential situations where they might be involved in, convicted of, or charged with, any serious offence involving violence, drugs, any sex offence, any offence relating to any gambling activities on sport, or any offence which is punishable by law.</p> <p>Participants must always respect the spirit of fair play and non-violence, and behave accordingly at all times. They must consistently demonstrate a spirit of sportsmanship, leadership and ethical conduct, and must ensure adherence to all rules, regulations, principles and policies in force.</p> <p>Participants must respect the property of others at all time, and willfully or selfishly cause damage.</p>	
16	<p>When travelling overseas as part of a Team for activities such as training, competitions, games, camps or courses:</p> <p>Participants acknowledge that the Team Official (Team Manager / Team Coach) appointed by TAS, if any, shall be the spokesperson on all matters concerning the Team, including but not limited to: travel arrangements, transport and accommodation arrangements, giving admin instructions and the management of the Team as a whole.</p> <p>The Team Official may to his/her discretion delegate certain responsibility to another team official or the appointed team captain to act as spokespersons on certain matters. Participants shall comply with all directions and arrangements made by the Team Official and any person appointed by him/her.</p> <p>Accompanying supporters (parents, personal coaches, Physiotherapist, Mechanics etc) seeking to follow the team, will need to follow the Team's schedule and instructions as given by the appointed Team Officials.</p> <p>Without the prior approval of the appointed Team Official, accompany supporters shall NOT interfere to partake in any training sessions, strategies planning or admin planning of the Team.</p> <p>Participants shall strictly observe all safety and security arrangements and instructions which may be implemented by or receive from TAS, the appointed Team Official, and/or the host.</p> <p>If accreditation cards are issued, participants shall take note not to facilitate any non-accredited person's entry into accredited venues, or permit the use of their accreditation cards by non-accredited persons.</p> <p>Participants, including the appointed Team Officials, shall familiarize themselves with all given schedules, programmes and instructions,</p>	Travelling as a Team

	<p>including but not limited to: competition/course schedule, technical requirements and regulations, race registration, uniform and bike checks, course familiarization, race briefing etc.</p> <p>Participants are not allowed to pursue their own activities (outside of Team activities) without the prior approval of the appointed Team Official.</p> <p>Participants shall inform the appointed Team Official of their whereabouts if they leave their designated place of accommodation.</p> <p>Male participants are not allowed to enter the rooms of female participants, and vice-versa, unless absolutely necessary (e.g. Team Meeting or briefing, borrowing of items)</p> <p>Participants shall not destroy misuse or keep any property not belonging to them and shall not take souvenir items such as towels, ashtrays etc from the designated place of accommodation.</p> <p>Participants shall not litter and shall be responsible for the cleaning and tidying of their own rooms. Laundry shall be hung at the appropriate and assigned places.</p> <p>All Participants and Officials shall observe proper standards of personal hygiene and refrain from using foul language.</p> <p>Participants shall dress appropriately and be punctual for all appointments, competitions, meals and social functions.</p> <p>Participants should mix freely with other Team participants and at all times display solidarity.</p> <p>At no time shall any Participant argue or otherwise misconduct himself with referees, umpires, judges, opponents or officials. Sportsmanship should prevail at all times.</p> <p>Participants shall be responsible for their own personal luggage and other belongings. Luggage should be kept within the maximum allowable weight as stipulated by the airline.</p> <p>Participants must not consume any drugs or medication without the prior consent of a doctor, and should check with the appointed Team Officials should there be uncertainty.</p>	
17	<p>Participants acknowledge and accept that TAS owns all intellectual property rights used in relation to any engagements with TAS, and shall not do anything to cause such rights to be interfered with, diminished, lost and/or damage.</p> <p>Participants understand and consent that the utilization of all images (still or moving), names, logos, programmes, events, materials, by</p>	Intellectual Property

	<p>TAS or approved by TAS, will be permitted during and after the termination of any engagements with TAS for promotion purposes.</p> <p>Participants will seek for prior approval before using them, or allowing sponsors to use them, for commercial or any other purposes.</p>	
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### **Dispute Resolution**

<b>Dispute Resolution</b>		
1	<p>If any dispute or difference arises, the affected participant and TAS will use their best endeavors to resolve the difference or dispute by discussion.</p> <p>Both parties shall attempt to resolve the matter in good faith, in tandem with the spirit of cooperation and collaboration</p>	Discussion
2	<p>Should the dispute not be resolved after discussion, a participant may appeal the decision made by TAS.</p> <p>The participant must submit a written request for an appeal hearing to be conducted by TAS, within 7 days from the conclusion of the dispute discussion.</p> <p>A committee will be form by TAS to hear the Athlete’s appeal case. This hearing should be completed within 14 days from the receipt of the appeal. TAS will inform the participant of the results via email.</p> <p>If there’s any further disagreement in the results of the appeal, both parties shall attempt to come to a resolution within 14 days. Otherwise, the matter will be referred to SportSG for resolution.</p>	Appeals
3	<p>In the event that any dispute or appeal cannot be resolved by TAS or SportSG, the matter will be referred to the Singapore Mediation Centre for mediation and arbitration in accordance with the Framework for Alternative Dispute Resolution for Sports or other dispute resolution framework jointly administered for the time being by Sport Singapore, the Singapore Mediation Centre and the Singapore Institute of Arbitrators.</p> <p>The parties agree to participate in the mediation in good faith and undertake to abide by the terms of any settlement or resolution reached.</p>	Mediation & Arbitration

## Date Privacy

<b>Data Privacy</b>		
1	<p>In respect of any personal data (as defined in the Personal Data Protection Act 2012 of Singapore (“PDPA”) that you may provide or that we may collect in connection with the provision of services to you and to the extent that your consent is required under law, you agree and consent that we (together with our service providers and third parties appointed by us on your behalf) may collect, use, disclose and process such personal data for:</p> <ul style="list-style-type: none"><li>- the purposes of disclosures to any relevant entities and agencies that TAS deems necessary to require access to data in order to achieve the purposes.</li><li>- the implementation of any registration, investigations, disciplinary proceedings, historical and statistical records, any other reasonable purpose in order for TAS to discharge its administrative and management functions</li></ul> <p>If you provide us with any personal data relating to third party, by submitting such personal data to us, you also represent to us and must ensure that you have notified the third party of the terms of the personal data policy and obtained his/her consent thereto.</p>	Privacy Statement

## Coaches Agreement

<b>Declaration and Agreement</b>			
Name			
NRIC / Passport		Date of Birth	
Address			
I sincerely declare that:			
<ul style="list-style-type: none"><li>a. I do not have any criminal charges pending against me before the courts.</li><li>b. I do not have any criminal records or findings regarding sexual offences, or offences related to harassment, abuse and violence.</li><li>c. I have not had any disciplinary proceedings brought against me by any organizations involving offences related to harassment, abuse and violence.</li><li>d. I am not currently under any sanction served upon me by any authorities.</li><li>e. I will immediately notify TAS if there had been any changes in my current declaration</li></ul>			
For any explanations on the declarations above, please indicate here:			

I hereby agree to:

- a. Read, understand and apply this "TAS Coaches Policy" at all time.
- b. Abide to the "Coaches Code of Conduct and Ethics" at all time.
- c. Abide to the "TAS General Code of Conduct" at all time
- d. Read, understand and apply the "TAS Safe Sport Policy" at all time
- e. Complete the "Understanding Safe Sport as a Coach" online module via SportSG ED online education platform
- f. Maintain my good standing with TAS
- g. Remain committed towards contributing to my National Federation first, before others.
- h. Understand that TAS reserves full discretion in all matters pertaining to coach's selection for further education, coach's selection for participation in overseas competition and Major Games, and that TAS's decision on all such matters is final and abiding.
- i. Indemnify TAS from any liability for any loss arising directly or indirectly out of, resulting from or in connection with the provision of any coaching services or duties assigned by TAS. "Loss" means any claim, liability (civil or criminal), damage, injury, death, demand, expense, fee, fine, payment, proceeding, loss of profit, compensation and/or penalty of any kind.
- j. Subject myself to be dealt with by the TAS Disciplinary Committee any investigation or disciplinary proceedings, should I be called upon, for knowingly or unknowingly breaching this declaration and agreement.

Signature

Date