

Adopted: 1st June 202  
Approved by: AUTRA Executive Committee

# AUTRA Team Selection Policy

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### 1. Purpose

1.1 The purpose of this policy is to set out a clear, transparent and equitable framework for the selection of Australian national teams to represent Australia in international championship campaigns.

1.2 This policy ensures that all team selection and appointment processes are fair, transparent, procedurally fair, evidence-based and consistent with athlete welfare.

1.3 This policy operates in accordance with the Sport Integrity Australia National Integrity Framework, integrity requirements and the rules of the relevant international governing bodies, including International Association of Ultrarunners (IAU), International Trail Running Association (ITRA), Australia Athletics (AA), World Athletics (WA) and World Mountain Running Association (WMRA), as applicable.

1.4 This policy also governs the appointment and administration of official crew, team managers and other team officials connected to international championship campaigns.

## 2. Scope

2.1 This policy applies to all athletes seeking selection to represent Australia at international championships for which AUTRA is recognised as the selecting body in ultra-distance, road, track, trail and mountain running championships.

2.2 It also applies to AUTRA Selection Committee members, AUTRA Executive Committee members, team managers, official crew and any other persons involved in the selection, appointment, review or administration of international team campaigns.

2.3 This policy covers application procedures, eligibility, selection criteria, selection and removal processes, appeals, funding, uniform, crew, team manager responsibilities and related compliance requirements.

2.4 This policy operates in conjunction with the Sport Integrity Australia National Integrity Framework and the rules of the relevant international governing bodies referred to in section 1.3.

2.5 This policy is the master policy for all AUTRA international team selection, appointment, removal, replacement, funding, uniform, crew and team management matters. All championship-specific criteria, dates, limits, levies, funding arrangements, uniform requirements, nomination processes and related conditions must be set out within this policy and are not to be contained in any separate event schedule or standalone event policy.

2.6 Where there is any inconsistency between this policy and any other AUTRA document, the AUTRA Rules of Association prevail, followed by this policy, then any applicable agreement, direction or notice issued under this policy, and finally any general AUTRA administrative material to the extent that it is not inconsistent with the foregoing.

### 3. Statement of Commitment

3.1 AUTRA is committed to upholding integrity, equity, transparency and procedural fairness in all selection decisions.

3.2 AUTRA will apply this policy consistently, in accordance with the Sport Integrity Australia National Integrity Framework, relevant competition rules and best-practice governance standards

3.3 Selection and appointment under this policy are privileges, not entitlements.

3.4 In applying this policy, AUTRA will be guided by the following selection principles:

3.4.1 Selection is not an entitlement and meeting a qualifying standard does not guarantee selection.

3.4.2 Selection decisions must be based on the published criteria in this policy and on relevant, objective and verifiable information.

3.4.3 Any exercise of discretion must be reasonable, evidence-based, consistent with the purpose of the policy and documented in writing.

3.4.4 Where athletes are closely matched, AUTRA may consider factors including recent performance, course suitability, injury or illness, consistency, readiness, team balance, athlete welfare and compliance history.

3.4.5 AUTRA will aim to apply this policy consistently while recognising that different championships may require different qualifying standards, team sizes and operational considerations, all of which must be set out within this policy.

### 4. Definitions

4.1 Athlete means any competitor seeking selection or selected to represent Australia under AUTRA.

4.2 AUTRA Executive Committee means the AUTRA executive body responsible under this policy for appointing or approving the Team Manager and Official Crew, and for overall governance oversight where applicable.

4.3 Official Crew means any person appointed or approved by AUTRA to provide official team support during a championship campaign.

4.4 Team Manager means the person appointed by AUTRA to manage the team campaign for a specific championship on behalf of the AUTRA Executive Committee.

4.5 Championship means any international competition for which AUTRA is recognised as the selecting body.

4.6 Selection Committee means the AUTRA body authorised to assess athlete applications, make athlete selection recommendations, and handle first-instance reviews relating to athlete selection and related policy application.

4.7 Complaints Policy means AUTRA's 2.5 Complaints, Disputes & Discipline Policy, which sets out the processes and primary contact points, including the AUTRA Committee Secretary, for lodging complaints, disputes and related matters.

4.8 Current financial member in good standing means a member whose membership is active, paid, not suspended, and not otherwise subject to membership restrictions imposed by AUTRA.

4.9 Integrity requirements means the integrity obligations, policies, codes, standards, rules and procedures that apply to AUTRA, athletes, officials and other persons under the Sport Integrity Australia National Integrity Framework and any other applicable governing body rules.

4.10 Sport Integrity Australia National Integrity Framework means the suite of integrity policies, codes, standards, rules and procedures administered or recognised by Sport Integrity Australia, as amended from time to time, and adopted or applied by AUTRA.

4.11 Local Organising Committee (LOC) means the host-city group formally responsible for preparing and staging a specific event or championship.

### 5. Roles & Responsibilities

5.1 The AUTRA Selection Committee is responsible for assessing athlete applications, confirming eligibility, applying the selection criteria, making athlete selections, and conducting first-instance reviews of athlete selection matters and related complaints in accordance with the AUTRA Complaints Policy (Policy 2.5 Complaints, Disputes & Discipline Policy).

5.2 The AUTRA Executive Committee is responsible for appointing or approving the Team Manager and Official Crew, and for confirming team-related appointments where required under this policy.

5.3 The Team Manager is responsible for managing the team on behalf of the AUTRA Executive Committee, including team logistics, communication, welfare and day-to-day operational coordination, but does not have authority to make final selections, final disciplinary determinations or policy changes.

5.4 The Selection Committee members must declare and manage any actual, potential, or perceived conflict of interest and must step aside from any matter where a conflict exists or may reasonably be perceived to exist.

5.5 The members, athletes, crew, and team officials must comply with this policy and must raise procedural concerns through the relevant AUTRA processes, including first-instance review by the AUTRA Selection Committee for athlete selection matters and the Complaints Policy where applicable.

5.6 Any person involved in selection, appointment, review or decision-making under this policy must disclose any actual, potential or perceived conflict of interest and must not participate in any decision where a conflict exists or may reasonably be perceived to exist.

### 6. Governance and Review

6.1 The AUTRA Selection Committee reserves the right to request additional information or clarification before making any selection.

6.2 The AUTRA Selection Committee reserves the right to replace an athlete, where eligibility, conduct, behavioural, or policy requirements are not met.

6.3 The AUTRA Executive Committee reserves the right to decline a selected Athlete, crew member, team manager or official where eligibility, conduct, behavioural, or policy requirements are not met.

6.4 This policy will be reviewed every two years or sooner if required by changes to AUTRA's governing rules, relevant laws, integrity frameworks, or international competition regulations.

6.5 Where AUTRA exercises discretion under this policy, the reasons for that decision must be recorded in writing, including the relevant facts considered and the basis on which the decision was reached.

### 7. Citizenship and eligibility

7.1 Applicants must be Australian citizens at the time of application and throughout the relevant championship period.

7.2 Applicants must meet World Athletics Policy C3.2, as adopted by AUTRA, including any waiting periods or approvals required where the athlete has previously represented another country.

7.3 Applicants must satisfy any age, eligibility, medical, anti-doping, membership, or event-entry conditions required by AUTRA, the relevant governing body, or the Local Organising Committee (LOC).

7.4 Applicants must be current financial members of AUTRA in good standing at the time of application and throughout the championship period.

7.5 Applicants can only represent the country or federation they are competing for at the time of application, up to and throughout the championship period.

7.6 Where an athlete has previously competed on behalf of another Member in a National Representative Competition or other relevant competition, that athlete must satisfy World Athletics eligibility requirements of a waiting period before being considered for selection.

7.7 If an athlete has represented another country in a World or Asian Championship, the athlete is not eligible to apply to represent Australia unless World Athletics approval has been granted after the required waiting period has been satisfied.

### 8. Application process

8.1 Applications must be done by completing and submitting the online form in full by the closing date published by AUTRA for the relevant championship.

8.2 AUTRA may publish championship-specific nomination dates, levy amounts, pending conditions and entry requirements under this Policy.

8.3 Applicants may be required to provide race history, ranking information, medical information, eligibility evidence, anti-doping evidence and any other documentation reasonably required by The AUTRA Selection Committee.

8.4 Selected athletes are required to pay a championship participation levy of \$350, as notified by AUTRA before public announcement of the team.

8.5 AUTRA may announce an athlete as pending where selection remains subject to a fitness test, medical clearance, document completion or other condition.

8.6 As a condition of selection, all provisionally selected athletes must sign the current AUTRA Athletes Agreement (3.2 AUTRA Athlete Agreement) by the deadline set by AUTRA and prior to the announcement of the team. Failure to do so will result in removal from the team and replacement under this policy.

8.7 Applications must be complete and accurate at the time of submission. AUTRA may reject incomplete applications or require correction of deficiencies before consideration.

### 9. Team member responsibilities

9.1 All selected and appointed team members must prioritise preparation, integrity, conduct and representation of Australia.

9.2 As a condition of selection or appointment, all relevant persons must sign and comply with the required AUTRA agreements, including the Athletes Agreement, Official Crew Agreement, Team Manager Agreement and the Code of Conduct, as applicable.

9.3 Failure to sign or comply with required agreements will result in non-selection, withdrawal, removal from the team or disciplinary action.

9.4 Team members must promptly disclose any matter that may affect their eligibility, availability, fitness, any injuries, safety or compliance.

9.5 Team members must comply with all lawful and reasonable directions of AUTRA, the relevant committee, or the appointed Team Manager within the limits of that person's authority.

9.6 Where conduct, behaviour, integrity or social media matters arise, they are to be dealt with primarily under the Athlete Agreement, Code of Conduct and, where relevant, the Complaints, Disputes & Discipline Policy. Nothing in this policy limits the operation of those documents.

9.7 Athletes must comply with all pre-championship participation requirements and guidance set out in the current Athletes Agreement, including the pre-championship no-event period or equivalent requirements notified by AUTRA.

### 10. Qualifying criteria

10.1 AUTRA will set primary qualifying standards or ranking criteria for each championship and may also consider secondary criteria at its discretion.

10.2 Event-specific performance criteria, rankings or benchmark standards will be set out within this Policy.

10.3 Where selection is conducted by another national body, AUTRA may provide information but does not control that selection process.

10.4 Achievement of a benchmark or qualifying standard does not entitle an athlete to automatic selection.

10.5 The AUTRA Selection Committee will ordinarily require performances to be achieved within the stated qualifying period in order to be considered for selection.

10.6 Notwithstanding clause 10.5, the AUTRA Selection Committee may, at its discretion, consider performances achieved outside the qualifying period where it determines that the athlete has demonstrated a performance standard, consistency, or capability considered beneficial to the overall strength and competitiveness of the team.

10.7 If an athlete believes they have shown strong and recent results in road or track events or have previously met the primary qualifying criteria, they are encouraged to apply.

### 11. Benchmark qualifying tables

11.1 Benchmark qualifying details for each championship will be published in this Policy.

11.2 Where a championship uses ranking-based qualification, the applicable ranking reference date and ranking method will be stated by the applicable association.

11.3 Where a championship uses time-based benchmarks, the qualifying period, minimum performance standard and any applicable exceptions will be stated in this Policy.

11.4 Where a championship uses benchmark tables, those tables form part of this Policy and must be read together with this policy.

11.5 Benchmark Qualifying Tables:

#### 11.5.1 24 Hour, 100km & 50km Championships

	24 Hour		100km		50km	
	Men	Women	Men	Women	Men	Women
"A" Qualifier	<240km	<220km	<7:00	<8:30	<3:00	<3:30
"B" Qualifier	<230km	<210km	<7:20	<8:50	<3:05	<3:40
"C" Qualifier	<220km	<200km	<7:40	<9:10	<3:10	<3:50

### 11.5.2 Trail Championships

	Short Trail		Long Trail		Under 23 (APTRC) Under 20 (WMTRC)	
	Men	Women	Men	Women	Men	Women
APTRC Primary Qualifier	Top 30 ITRA GPI*				Top 20 ITRA GPI* In either Under 23, 20 or 18	
WMTRC Primary Qualifier	Refer to the Australia Athletics website for all information on the selection criteria and selection policy ( <a href="http://www.athletics.com.au">www.athletics.com.au</a> )					

11.5.3 GPI means the ITRA General Performance Index.

11.5.4 Under 23 means an athlete must be 23 years old or younger on the 31st December, the year the championship is held.

11.5.5 Athletes under 18 years old on the date of the championship must provide a signed parental/guardian consent form.

### 11.6 APTRC – Wildcards

11.6.1 AUTRA may apply in writing to ITRA for an eligibility exemption (Wildcard) for an athlete who does not meet section 11.6, but has demonstrated recent performance relevant to the applicable APTRC race (i.e. of comparable terrain, elevation and technical difficulty to the APTRC championship courses).

11.6.2 A maximum of one (1) Wildcard per gender, per race shall be granted, unless otherwise approved by ITRA.

11.6.3 The decision to apply for a Wildcard will be made by the AUTRA Selection Committee based on the applications received.

11.6.4 The AUTRA Selection Committee decision regarding Wildcards is final and non-selection will remain subject to the standard appeals process under AUTRA Complaints, Disputes & Discipline Policy.

11.6.5 Each Wildcard application must be supported by objective, independently verifiable competition results achieved within the previous eighteen (18) months, including either:

- A) a podium finish (top three) at a recognised national or international championship; or
- B) equivalent results at an appropriate distance and competitive level.

### 11.7 APTRC - Automatic Selection

11.7.1 The top two (2) finishers in each of the AUTRA Long Course and Short Course National Championship categories get automatic selection for the next APTRC Championship.

11.7.2 Athletes must still meet the APTRC primary qualifying criteria in section 11.6

11.7.3 Athletes must still fill out the online application form in section 8.

11.7.4 If a top two (2) finisher declines the automatic selection spot, it will be offered to the next finisher in that Championship race, up to the 3rd finisher.

11.7.5 If both automatic selection spots are not filled by the 5th Australian finisher, the remaining spots will be left vacant.

11.7.6 No automatic selection spots will be awarded for U23, U20 & U18 selections.

11.7.7 Where an athlete with an automatic selection spot has not met the APTRC primary qualifying criteria in section 11.5, that athlete may be considered for a Wildcard under section 11.6.

### 12. Selection Criteria

12.1 In considering athletes for selection, the AUTRA Selection Committee may take into account recent performance, previous representation, team balance, health and medical considerations, readiness, conduct, and any other relevant matter.

12.2 The AUTRA Selection Committee may also consider operational, logistical, funding, and team support requirements when selecting and appointing the team from information and details provided by the AUTRA Executive Committee.

12.3.1 A fitness test, supplementary qualifying race, and/or report by an "Occupational and Environmental Physician" or "Sports and Exercise Physician" may be required where the AUTRA Selection Committee considers it necessary.

12.3.2 The requirements of a fitness test (including date, time, and distance) are at the discretion of the AUTRA Selection Committee.

12.3.3 Reports from physiotherapists, chiropractors, coaches, or sports doctors do not replace a physician report where one is required, and will not be accepted.

12.4 The AUTRA Selection Committee may request form completion, verification, or clarification from an applicant where required to assess suitability.

12.5 The AUTRA Selection Committee will consider each athlete's competitive record and demonstrated ability to plan the peak of their season to the championship race.

12.6 Athletes who, when given selection opportunities, repeatedly fail to meet or exceed the levels they achieved to gain selection cannot assume selection.

12.7 Event-specific selection policies may, where appropriate, specify automatic selection opportunities (e.g. in section 11.8).

12.8 Any automatic selections are conditional on the athlete meeting all eligibility, behavioural and selection requirements under this Policy.

### 13. Championship team allocations

13.1 Maximum team sizes and athlete allocations for each championship will be determined in accordance with the applicable rules of the relevant governing body and the Local Organising Committee (LOC), General Information Sheet (GIS), Final Entry conditions, or equivalent championship documents.

13.2 Subject to clause 13.1, AUTRA may select up to the following maximum athlete numbers for each championship:

#### 13.2.1 24 Hour, 100km and 50km World and Asian Oceanic Championships

- (a) Up to 9 male and 9 female athletes may be selected.
- (b) Up to 6 male and 6 female athletes will comprise the official scoring team, subject to the applicable championship rules.
- (c) The top three (3) male and top three (3) female athletes will contribute to the team result, subject to the applicable championship rules.

#### 13.2.2 Asia Pacific Trail Running Championships (APTTC)

- (a) Up to 8 male and 8 female athletes may be selected in each Long Trail event, subject to the applicable championship rules.
- (b) Up to 8 male and 8 female athletes may be selected in each Short Trail event, subject to the applicable championship rules.
- (c) Up to 4 male and 4 female athletes may be selected in the Under23 category, subject to the applicable championship rules.

#### 13.2.3 World Trail and Mountain Running Championships (WMTRC)

Team allocations, athlete numbers and event entry limits will be determined in accordance with Australia Athletics requirements and the applicable championship rules. Applicants must refer to the Australia Athletics website for current allocation information.

13.3.1 AUTRA may select a team smaller than the maximum available number of positions for any championship, category, division or event.

13.3.2 AUTRA Executive Committee will confirm the team size and number of selection spots available on the team; to the AUTRA Selection Committee, prior to selection.

13.3.3 AUTRA Executive Committee will make this decision based on, but not limited to; location, logistics, funding, grants, operational requirements, number of applications that meet qualifying criteria and LOC allocation and rules.

13.4 An athlete may only be considered for selection in the event, category or division nominated in their application, unless the AUTRA Selection Committee approves otherwise in accordance with this Policy.

13.5 Subject to the applicable championship rules, the AUTRA Selection Committee may exercise discretion to select additional athletes where:

(a) further entries are permitted; and

(b) the athlete meets the relevant eligibility, qualifying and compliance requirements under this Policy, or otherwise demonstrates equivalent readiness where permitted by the relevant championship rules.

13.6 Any exercise of discretion under clause 13.5 must be consistent with this Policy, the operational requirements of the team, and any applicable championship rules, and must be reasonable and evidence-based.

13.7 To be eligible for discretionary selection, an athlete must satisfy the eligibility and compliance requirements of this Policy and any applicable championship rules, unless an exception is expressly permitted under those championship rules and approved by AUTRA Executive Committee.

### 14. Selection Process

14.1 The AUTRA Executive Committee will forward all applications to the AUTRA Selection Committee as soon as possible after the selection period closes.

14.2 The AUTRA Selection Committee will deliberate and determine the composition of the team in accordance with this Policy, and will notify the AUTRA Executive Committee of its decisions through the AUTRA Selection Committee Chairperson.

14.3 The AUTRA Executive Committee can not alter or override any selection decision of the AUTRA Selection Committee, except where it is necessary to remove an athlete due to information not reasonably available to the AUTRA Selection Committee at the time of selection, or due to a breach of this Policy, or any other applicable AUTRA policy.

14.4 The Delegate (AUTRA President or nominated substitute) will:

14.4.1 Attempt to contact all athletes who applied, a minimum of 24 hours prior to the team announcement on the AUTRA website or any social media platforms.

14.4.2 Notify applicants where their submission has been successful in writing.

14.4.3 Notify applicants where their submission has been unsuccessful in writing.

14.4.4 Notify applicants where their selection may require additional information and/or the completion of a fitness assessment.

14.5.1 Any athlete seeking clarification, requesting review, supplying additional information relevant to selection, or raising a procedural concern about selection must do so in writing via the AUTRA Executive Committee Secretary set out in section 17 or the Complaints Policy where applicable.

14.5.2 Unless AUTRA expressly states otherwise in writing, written correspondence must be lodged with the AUTRA Committee Secretary in accordance with the complaints policy and must not be sent directly to any member of the Selection Committee.

14.6 Athletes are not permitted to contact individual members of the AUTRA Selection Committee about the merits of a selection decision.

14.7 The AUTRA Committee Secretary will receive any written complaints, reviews or selection-related correspondence lodged under the complaints policy or requested information by the AUTRA Selection Committee and will coordinate referral of relevant matters to the AUTRA Delegate (President or nominee), the AUTRA Selection Committee or the AUTRA Executive Committee in accordance with this Policy and any relevant policy.

14.8 The Delegate remains responsible for coordinating communication of final selection outcomes.

14.9 Official crew and Team manager appointments are dealt with separately under this policy and are not made by the AUTRA Selection Committee.

### 15. Removal of Athlete

15.1 A selected athlete by the AUTRA Selection Committee can be removed from the team by either the AUTRA Selection or Executive Committees at any time for any of the following reasons:

15.1.1 Voluntary withdrawal notified in writing to the AUTRA Delegate or Secretary.

15.1.2 Injury or illness, or other medical concern, where a medical practitioner certifies that the athlete is unfit or unable to safely compete or where the AUTRA Selection or Executive Committees reasonably determines that participation is no longer appropriate.

15.1.3 Breach of any applicable AUTRA policy, including but not limited to the Athletes Agreement, Official Crew Agreement, Team Manager Agreement or the Code of Conduct.

15.1.4 A change in eligibility status, including citizenship, membership, anti-doping code, event eligibility or other requirements under this policy.

15.1.5 Removal of the athlete's event from the championship program or a reduction in available entries that makes the athlete ineligible.

15.1.6 Failure to pay any applicable fees, levies or charges by the required deadline.

15.1.7 Any conduct, behavioural, welfare or integrity concern that makes continued participation inappropriate or contrary to the best interests of AUTRA, the sport, team or athlete.

15.2 Removal decisions can be made by the AUTRA Selection Committee or AUTRA Executive Committee in accordance with this policy.

15.3 An athlete who has been withdrawn from the team, has the right to an appeal in accordance with Section 17 of this policy, the Complaints Policy and the Australian Ultra & Trail Runners' Association Incorporated Rules.

15.4.1 Any athlete who has withdrawn themselves from the team, as outlined in Section 15.1 of this policy, will forfeit and not be entitled to a refund of the athlete participation fee or levy paid under this policy.

15.4.2 Any athlete who has been withdrawn from the team by either the AUTRA Executive or Selection Committee, as outlined in Section 15.1 of this policy, will forfeit and not be entitled to a refund of the athlete participation fee or levy paid under this policy.

15.5 Where urgent action is required for safety, integrity, or event compliance, AUTRA Executive Committee may impose an interim removal or suspension pending final review.

### 16. Replacement of athlete and reserve athletes

16.1 If an athlete withdraws or is withdrawn from the team, the AUTRA Selection Committee will consider whether that athlete should be replaced.

16.2 Any replacement athlete must have submitted an application and satisfied the eligibility criteria set out in sections 12 and 13.

16.3 If a replacement is made prior to submission of the Final Entry Form (FEF), the replacement athlete will be selected in accordance with the selection criteria in this Policy.

16.4 If a replacement is proposed after submission of the FEF, the AUTRA Executive Committee must seek approval from the Local Organising Committee (LOC), and any replacement will be subject to the relevant championship rules and LOC approval.

16.5 The AUTRA Selection Committee may decide not to replace a withdrawn or removed athlete where it considers that outcome appropriate.

16.6 Any replacement decision must follow the same eligibility, selection and compliance requirements as the original selection decision, except to the extent AUTRA expressly determines otherwise where permitted by the relevant championship rules.

16.7 The AUTRA Selection Committee may also select one or more reserve athletes.

16.8 Any reserve athlete must have submitted an application and satisfied the eligibility criteria set out in sections 12 and 13.

16.9 Where a replacement athlete is required, a reserve athlete may be considered first, subject to continued eligibility, compliance and any applicable championship rules. Reserve status does not guarantee selection or replacement.

### 17. Selection appeals process

17.1 An athlete may seek review of a selection decision by lodging a written appeal in accordance with the AUTRA Complaints Policy (2.5 Complaints, Disputes & Discipline Policy) within seven (7) days of receiving written notice of the decision, or within any other timeframe specified in that Policy.

17.2.1 Unless AUTRA expressly states otherwise in writing, written appeals and complaints must be lodged with the AUTRA Committee Secretary using the method and information requirements set out in the AUTRA Complaints Policy.

17.2.2 The AUTRA Committee Secretary will record the matter and refer it to the appropriate decision-making body under this Policy and the AUTRA Complaints Policy.

17.3 Appeals will be handled in accordance with the AUTRA Rules of Association, this Policy and the AUTRA Complaints Policy, including any internal review, grievance and disciplinary procedures provided for in those documents.

17.4 First-instance review of athlete selection matters will be handled by the AUTRA Selection Committee unless the appeal concerns conduct, integrity or disciplinary issues, in which case it will be dealt with under the relevant AUTRA conduct or complaints process.

17.5 The AUTRA Executive Committee will not overrule a selection of the AUTRA Selection Committee, unless they have acted outside the scope of the AUTRA rules, regulations or policies.

17.6 The outcome of the appeal process will be final unless another AUTRA policy, the AUTRA Rules of Association or external law provides otherwise.

17.7 The lodging of an appeal does not automatically stay a selection, removal or replacement decision unless the AUTRA Executive Committee determines otherwise.

# 18. Pre-Championship Preparation

## 18.1 Injury, illness and readiness reporting

18.1.1 Athletes must promptly notify the Team manager of any injury, illness, medical issue or other matter that may affect their ability to prepare for or compete at the Championship.

18.1.2 Where AUTRA requires readiness updates, the athlete must provide truthful and complete updates within the timeframe specified by the Team manager or AUTRA.

18.1.3 All selected or provisionally selected athletes must attend any readiness meeting required by AUTRA and must honestly disclose any relevant injury, illness, fitness or welfare concerns.

18.1.4 Where a contagious illness or public health issue arises, the athlete must comply with all directions given by AUTRA, the Team manager, the event organisers and any relevant public health authority.

18.1.5 Where there is no Team manager appointed, the athlete will inform the AUTRA Executive Committee.

## 18.2 Training and preparation expectations

18.2.1 Athletes must prepare appropriately for the Championship and manage their training, recovery and travel plans in a way that supports safe and effective representation.

18.2.2 Athletes must avoid unnecessary physical, travel or recreational activity in the lead-up to the Championship where that activity may compromise preparation, recovery or performance.

18.2.3 Where AUTRA has notified the team of any recommended or required training camp, briefing or pre-event activity, athletes must attend unless excused in writing by AUTRA.

## 18.3 Event participation timing

18.3.1 Athletes must manage any prior competition or event participation in a way that does not materially compromise their readiness for the Championship.

18.3.2 Where AUTRA publishes or notifies event-specific participation timing guidance, athletes must comply with that guidance unless AUTRA expressly approves a variation in writing. For the avoidance of doubt, the pre-Championship no-event periods in Table 1 form part of this guidance and must be adhered to as hard-set requirements, subject only to the discretion described in clause 18.3.5.

18.3.3 If an athlete believes a prior event or activity may affect readiness, they must disclose that information to the Team manager as soon as practicable.

18.3.4 For athletes wishing to participate in events prior to racing at a representative level at an International Championship and representing AUTRA, the timelines in Table 1 below are hard-set and must be adhered to.

18.3.5 Depending on the location of the race, surface, elevation, terrain and recovery conditions, the AUTRA Selection Committee may exercise discretion on an individual case-by-case request and may consider the effect of the declared event in assessing whether the athlete's preparation remains suitable. Any variation must be approved in writing by AUTRA before the athlete participates in the event in question.

18.3.6 All decisions made under this clause 18.3 are subject to AUTRA's dispute and appeals procedures, being section 17 of the 3.1 Team Selection Policy and the AUTRA 2.5 Complaints, Disputes & Discipline Policy.

18.3.7 Athletes shall not enter or participate in any event that would result in them covering the following distances within the specified period prior to any Championship:

- 100 miles or more – within 5 weeks of the Championship
- 100 kilometres or more – within 4 weeks of the Championship
- 50 kilometres or more – within 3 weeks of the Championship
- 42.2 kilometres up to less than 50 kilometres – within 2 weeks of the Championship

18.3.8 For events such as a Backyard Ultra, the relevant distance shall be the actual distance completed by the athlete.

18.3.9 The pre-Championship no-event period is calculated from the time you finish any such event to the scheduled start time of the Championship race.

### 18.4 Fitness, medical and screening requirements

18.4.1 Athletes must comply with any reasonable fitness, medical, screening or verification requirement notified by AUTRA or the Team manager.

18.4.2 AUTRA may require a physician report, medical clearance, screening result or other supporting evidence where it reasonably considers this necessary for athlete welfare, safety or event readiness.

18.4.3 Where a report or clearance is required, the athlete must provide it by the deadline notified by AUTRA and at the athlete's own cost unless AUTRA states otherwise in writing.

### 19. Team Funding

19.1 Unless AUTRA expressly states otherwise in writing for a particular championship, international championship teams are self-funded, subject to any funding or accommodation provisions provided by the IAU, the LOC or AUTRA under this section.

19.2.1 Athletes are responsible for all costs associated with their representation at the Championship.

19.2.2 Athletes are responsible for all costs associated with any crew and/or family members who accompany them.

19.2.3 These costs may include, but are not limited to, airfares, ground transport, accommodation, entry fees, insurances and team uniform for the athlete, their crew and/or family members.

19.3 IAU and/or LOC may fund accommodation provisions for athletes as per the General Information Sheet (GIS) relating to the championship.

19.4 Any funding provisions by the IAU or LOC (whether individual or team) will be distributed equally across the entire team.

19.5 The allocation and duration of any AUTRA funding support can and will vary depending on the championship.

19.6.1 AUTRA may make the following applicable payment, subject to review, to individuals appointed as official Team Manager who fulfill this duty from the time of appointment until all post-event tasks (as stated in the 3.4 Team manager agreement) have been completed.

19.6.2 International 24 hour, 100 km, 50 km and Trail Championships: \$1,500 AUD.

19.6.3 Domestic 24 hour, 100 km, 50 km and Trail Championships: \$750 AUD.

19.7.1 The Team Manager's accommodation costs for the allocated nights will be paid for by AUTRA. This will not be taken from any provisions provided by the IAU or LOC.

19.7.2 The Team Manager's allocated nights will be the same accommodation and period as the athletes' allocated nights, as set by the LOC of the championship.

19.8.1 Once the Final Entry Form (FEF) has been submitted to the LOC, no changes can be made to accommodation for athletes, the Team Manager, crew or athletes' family members.

19.8.2 Athletes are responsible for the full cost of any accommodation allocated or booked for themselves, their crew or their family members once the FEF has been submitted, and must pay this cost in full even if they, their crew or their family members do not occupy that accommodation, do not stay in the booked team accommodation, or do not attend the championship.

19.9.1 In the event that an athlete withdraws, or is withdrawn by the AUTRA Executive Committee or Selection Committee, and does not attend for any reason (including but not limited to injury/illness, voluntary withdrawal or disciplinary action):

19.9.2 The athlete will still be liable for all costs including, but not limited to, accommodation (as set out in 19.10.2), team uniforms and any other costs associated with the team's participation in the championships, and these costs must be paid in full by the athlete notwithstanding their withdrawal or non-attendance.

19.10 Any athlete with outstanding fees owed to AUTRA 24 hours prior to FEF submission will automatically be withdrawn from the team and will not be permitted to attend the championship.

## 20. Team uniform

### 20.1 Uniform requirements for athletes

20.1.1 A team uniform will be provided at no cost to an athlete on their first appointment to the Australian Team, consisting of an Australian team jacket, polo shirt and a race shirt or race singlet.

20.1.2 Returning athletes are expected to reuse existing team uniforms where they remain in good condition. For returning athletes, one team uniform item (jacket, polo shirt or race shirt/singlet) will be supplied at no cost.

20.1.3 Additional team uniform items may be purchased at the athlete's expense at the time of order.

20.1.4 Athletes must wear the official team polo shirt, and may wear the team jacket, throughout the championship period, including travel to and from the host city and at all official functions, as directed by AUTRA or the Team Manager. Plain black pants (shorts, leggings, trousers or skirts) with a discreet manufacturer's logo that complies with IAU and/or World Athletics rules must be worn with the uniform.

20.1.5 The race-day uniform consists of the Australian singlet, crop top or t-shirt, with any accessories in plain black, white, green or gold and only a manufacturer logo compliant with IAU and/or World Athletics rules. The Australian singlet, crop top or t-shirt must be worn and visible at all times during the race. The official race-day uniform may only be worn in sanctioned championship event(s) in which the athlete is selected to compete; use in any other event is not permitted.

20.1.6 Any long-sleeved tops, jumpers, rain jackets or other garments worn with the race-day uniform must comply with IAU and/or World Athletics rules. Socks longer than quarter length, calf and arm sleeves, and headwear (including caps, visors, headbands and buffs) must comply with the same colour and branding requirements. Extraneous or novelty items, or items that do not meet normal racing standards, are prohibited.

20.1.7 During the championship period, including travel, official functions and race day, only clothing manufacturer logos that comply with IAU and/or World Athletics size and placement standards are permitted. All other sponsor, personal brand or unrelated logos are prohibited on team and race-day uniforms and accessories.

20.1.8 Team and race-day uniforms may be worn in private training sessions to confirm fit and comfort, provided those sessions are not part of a public or community event.

20.1.9 Use of any non-compliant items or breach of these uniform requirements may result in disciplinary action and/or removal from the event by the Team Manager or Race Officials.

### 20.2 Uniform requirements for Team Manager and official crew

20.2.1 The uniform for the Team Manager and official crew is the team polo shirt, which must be worn by all selected officials during the event. The cost of the team polo shirt is covered by the nominating team athlete unless otherwise advised by AUTRA.

20.2.2 Official crew must wear the official team polo shirt and any other uniform items required by AUTRA throughout the championship period, including travel where directed. Plain black pants (shorts, leggings, trousers or skirts) with a compliant manufacturer's logo must accompany the uniform unless AUTRA specifies otherwise.

20.2.3 All uniform, branding and logo requirements applicable to athletes also apply to official crew unless expressly varied by AUTRA.

20.2.4 Official crew must not wear or display official uniforms or branding outside the championship period or for unrelated public activities without prior approval from AUTRA.

### 21. Official crew

21.1 Official crew will be selected by the AUTRA Executive Committee.

21.2 Athletes will have the opportunity to nominate crew via an online application once the Team Manager has been appointed.

21.3 Crew selection will take into account previous experience, policy compliance, team dynamics, past behaviour as an AUTRA representative and the allocated number of official crew positions for the championship.

21.4 An official crew member must be a financial AUTRA member.

21.5 Non-members may be nominated on the condition they become a financial AUTRA member within seven (7) days if selected as official crew.

21.6 The number of official crew positions for each championship will be determined by the Local Organising Committee (LOC) or event rules, and confirmed by AUTRA.

21.7 All official crew must sign and comply with the Official Crew Agreement and any other applicable AUTRA policy before their appointment is confirmed.

21.8 Official crew appointments are managed by the AUTRA Executive Committee and are not made by the AUTRA Selection Committee.

21.9 The selection, appointment, conduct, removal and replacement of official crew must be consistent with this policy, the Official Crew Agreement and the Code of Conduct.

21.10 Official crew are normally expected to assist a minimum of two (2) and up to three (3) athletes during the championship event, subject to team needs.

21.11 Where possible, crew members may also be utilised in support roles (for example transport between accommodation and the event, provision of meals for crew, or photography and video), as directed by the Team Manager.

21.12.1 Official crew are appointed for a single championship only and may be removed or replaced by the AUTRA Executive Committee where required under the Official Crew Agreement or applicable AUTRA policies.

21.12.2 The removal, replacement or non-appointment of an official crew member does not of itself affect an athlete's selection, unless the relevant conduct, breach or circumstance also involves the athlete or otherwise affects the athlete's eligibility under this policy or any other applicable AUTRA policy.

### 22. AUTRA Selection Committee

22.1 The AUTRA Selection Committee appointments will be made by the AUTRA Executive Committee for a two year term, at the discretion of the AUTRA Executive Committee.

22.2 The AUTRA Selection Committee will ideally consist of four (4) to six (6) members.

22.3 Any AUTRA Selection Committee member who has, or is perceived to have, a potential conflict of interest must disclose it and step aside from the relevant selection process.

22.4 A selector who is also applying as an athlete must step aside from the relevant selection process.

22.5 The AUTRA Selection Committee's role is limited to athlete selection, first-instance athlete review and related recommendations under this policy.

### 23. AUTRA Selection Committee chairperson

23.1 The AUTRA Selection Committee Chairperson will be nominated by the AUTRA Selection Committee members.

23.2 The Chairperson will liaise with the AUTRA President, delegate and AUTRA Executive Committee regarding matters including, but not limited to, selection guidelines, timelines, unresolved issues, team numbers and allocations, and the application of relevant policies.

23.3 The Chairperson will coordinate the work of the AUTRA Selection Committee and ensure team selections are provided to the AUTRA Executive Committee by the required deadline.

23.4 The Chairperson may delegate specific operational tasks to other members of the AUTRA Selection Committee but remains responsible for overall coordination of the selection process and compliance with this policy.

### 24. Team manager

24.1 The AUTRA Executive Committee may appoint a Team Manager for each championship.

24.2 The Team Manager will be appointed by the AUTRA Executive Committee once the team has been selected or as otherwise determined by the AUTRA Executive Committee.

24.3 The team manager must agree to and sign the 3.4 team manager agreement, code of conduct and any other relevant policy or agreement as a condition of appointment.

24.4 The Team Manager will work with the AUTRA Executive Committee to support the team before, during and after the championship.

24.5 The Team Manager manages the team under the direction of the AUTRA Executive Committee and has no authority to make selections, review, or disciplinary decisions.

24.6 The Team Manager may coordinate logistics, welfare, communications, attendance, and operational matters, but must escalate selection, discipline, complaints, any disclosed team member injuries and appeals issues to the AUTRA Executive Committee as soon as possible.

24.7 The Team Manager must act in accordance with any written directions, limits, or delegation issued by the AUTRA Executive Committee and 3.4 team manager agreement.

24.8 The team manager is appointed for a single championship only and may be removed or replaced by the AUTRA Executive Committee where required under the Official team manager agreement or applicable AUTRA policies.

### 25. Amendments to policy

25.1 This policy is subject to review and amendment in accordance with the AUTRA Rules of Association and the Policy Review & Amendment Procedure.

25.2 AUTRA may amend this policy at any time in response to changes in law, governing body requirements, integrity frameworks or organisational needs.

25.3 New versions apply to selections from the effective date notified by AUTRA.

25.4 Earlier versions remain in force for events already executed unless AUTRA states otherwise.

## 26. Related Documents

- AUTRA Rules of Association
- 1.2 Conflict of Interest Policy
- 1.3 Document Retention & Recordkeeping Policy
- 1.6 Policy Review & Amendment Procedure
- 2.2 Child Safeguarding Policy
- 2.5 Complaints, Disputes & Discipline Policy
- 2.7 Whistleblower Policy
- 3.2 Athletes Agreement
- 3.3 Official Crew Agreement
- 3.4 Team Manager Agreement
- 3.8 Records – Criteria and Applications Policy
- 3.9 Code of Conduct - International Competition
- 5.4 Privacy and Data Protection Policy

This policy is aligned with:

- AUTRA Rules of Association
- Associations Incorporation Reform Act 2012 (Vic)
- Sport Integrity Australia National Integrity Framework
- World Athletics, IAU, ITRA and WMRA competition rules (as applicable)
- Sport Australia Governance Principles
- AUTRA Child Safeguarding, Member Protection, and related integrity policies

Contact: For questions or feedback regarding this agreement, contact the AUTRA Executive Committee Secretary at [secretary@autra.asn.au](mailto:secretary@autra.asn.au).