

## SECTION V: INTERNATIONAL DELEGATION

### I. Responsibilities of USA athletes selected for INTERNATIONAL travel

The following list of responsibilities of USA Gymnastics athletes selected for International Travel is provided to:

- Better promote the sports of trampoline and tumbling and enhance the international performances of the athletes.
- Ensure that all members of USA Gymnastics international delegations are subject to the same responsibilities.
- Provide all USA Gymnastics athletes with notice of these requirements in advance of their participation in international competition.

For the reasons stated above, all Trampoline & Tumbling athletes selected to participate in International Delegations are expected to:

- A. Participate in required training camps for the duration of the camp and adhere to training schedules and other details related to training as determined by USA Gymnastics, the Trampoline & Tumbling Program Director, the National Team Coordinator, and the Delegation Head Coach(es). Any exceptions to this rule require the advance approval of the USA Gymnastics Trampoline & Tumbling Program Committee.
- B. Meet all prescribed guidelines of appearance for any USA Gymnastics sponsored trip or competition, including but not limited to competitive apparel, travel apparel, personal appearance (including clothing and hair), the wearing of emblems and the carrying of gymnasium type bags. Variations in training apparel and shoes, competitive apparel, warm-up suits, shirts or emblems are not allowed. International Delegation athletes should NOT bring along non-uniform items unless specifically instructed to do so. Violation of team uniform or travel dress code can be grounds for dismissal from the Delegation.
- C. Have in their possession a valid and current passport and be prepared to notify the Trampoline & Tumbling Program Director, National Team Coordinator, Delegation Coach(es) and Program Manager of their passport number, place of issue, as well as the date of issue. Athletes must have in their possession current passport style photos for use in visa applications, when required.
- D. Meet all travel schedules. An athlete may only change travel arrangements with prior approval from the USA Gymnastics National Office. The athlete will then assume any additional costs resulting from changes made from scheduled travel itineraries.
- E. Behave at all times in a manner consistent with their status as representatives of the United States and of USA Gymnastics. Athletes are expected to make every effort to cooperate with fellow athletes and team officials, as well as with any international officials, foreigners, hosts, and other persons involved. Initial complaints of any type must be made to the Delegation Head Coach(es) and/or Team Leader. Only in very serious cases should a complaint first be addressed to the Chef de Mission or to a USA Gymnastics representative. In NO case is it appropriate for an athlete to speak directly (other than socially) to a judge, official, or FIG official unless requested to do so by that individual.

## II. Duties and Responsibilities of Coaches, Delegation Leaders and Judges for International Competitions

All assignments for athletes, coaches, delegation leaders and judges, as recommended by the Trampoline & Tumbling Program Committee, must have final approval from the President of USA Gymnastics.

### A. DUTIES AND RESPONSIBILITIES OF COACHES

1. The Delegation Head Coach(es) shall be responsible for the performance, training, health, uniforms and appearance (including travel clothing) of all athletes.
2. The Delegation Head Coach(es) shall be responsible for the personal conduct of all team members and shall rigorously enforce the International Delegation policies. "Conduct," in this case, is not limited to conduct only during travel, training, formal and informal gatherings, and competition, but shall also include dress and personal appearance at all times.
3. The Delegation Head Coach(es) shall inform the athletes about the requirements of the International Delegation policies, including appearance, conduct and adherence to schedules.
4. The Delegation Head Coach(es) and National Team Coordinator shall recommend any disciplinary action they deem appropriate, including dismissal of athletes from the team, to the Delegation Leader. In the absence of a Delegation Leader, the Delegation Head Coach(es) shall be responsible for all necessary disciplinary action.
5. The Delegation Head Coach(es) shall submit a written report to the USA Gymnastics National Office no later than ten (10) days after the conclusion of the trip or event. The report shall include the complete results of the event, input on new skills and techniques, pertinent details regarding travel, housing, training and competition arrangements, personal conduct, and any problems encountered. The report shall also include any recommendations for future events and any pertinent personal observations.
6. In the absence of a designated Team Manager, the Delegation Head Coach(es) shall also be responsible for the following duties:
  - a. Making sure that all athletes reach their assigned destinations, regardless of their own personal travel itinerary.
  - b. Accepting financial responsibility for any emergency situations that may arise en route to and from competitions and exhibitions.
  - c. Being accountable for all emergency funds provided to him or her by the USA Gymnastics National Office.

### B. DUTIES AND RESPONSIBILITIES OF THE DELEGATION LEADER

1. The USA Gymnastics National Office shall initiate all arrangements for all passports, visas, shot records, and other necessary travel documents. The Delegation Leader shall be responsible for follow-up and completion of such documents.
2. All travel arrangements (tickets, departure dates, flights, etc.) are made through the USA Gymnastics National Office. In coordination with the National Office, the Delegation Leader shall be aware of all travel arrangements and assure him or herself that all athletes involved are aware of their respective schedules and have the proper tickets, passports, visas, shot cards and other necessary travel documents in their possession at all times.
3. In accordance with USA Gymnastics National Office direction, the Delegation Leader shall assume financial responsibility for per diems, meals and any other incidental costs.

4. The Delegation Leader shall secure any pins, decals, or uniform emblems necessary for the trip. He or she shall request such items well in advance of the departure date from the USA Gymnastics National Office.
5. The Delegation Leader shall submit a final written report to the USA Gymnastics National Office no later than ten (10) days following the conclusion of the tour or event. The report will evaluate travel, housing, finances, cooperation in preparation by athletes, coaches, etc. This report shall also include any general or personal observations the Delegation Leader may have.
6. The Delegation Leader shall obtain all schedules, competition results and other information provided by the organizing committee and shall submit this information in his or her final report.

#### C. DUTIES AND RESPONSIBILITIES OF JUDGES

1. Act as Delegation Leader and assume all the listed duties of Delegation Leader in addition to his or her duties as a judge, if assigned so by the USA Gymnastics National Office.
2. Be present at all workouts to score and critique any exercises that the Delegation Head Coach(es) requests. The information provided by the judge should be that which is requested by the Delegation Head Coach(es).
3. Be present at all technical meetings, take all required courses, and protect the team's interest at all such meetings. Impart all decisions of these meetings to the Delegation Head Coach(es) and to the team.
4. The Judge will not act independently of the team. He or she must work closely with the Delegation Head Coach(es) and attend all team meetings and briefings.
5. All judges must hold current safety certification and be Professional Members of the USA Gymnastics Trampoline & Tumbling Program.
6. Submit a final written report to the USA Gymnastics National Office no later than ten (10) days following the conclusion of the tour or event.

### III. INTERNATIONAL TRAVEL POLICY

- A. Team coaches and personal coaches who expect credentials for access to the competition floor, officials (Head of Delegation, Team Leaders, Judges, Trainers and others designated by the Program Committee) and USA team members must travel with the USA Delegation to any international competition. This applies to all funded and unfunded individuals. There will be no exceptions (except in extreme cases, such as illness, death, loss of employment, etc.). Written requests must be submitted to the National Office.
- B. For some events, family, friends and other interested observers may be offered a travel package allowing them to travel with the official delegation. However, if they choose to make travel arrangements on their own, they will NOT be treated as part of the USA Delegation.

*Example: Even though you may be on the same plane and at the same hotel, you will not have access to transfers from the airport, team meals, transportation to the competition on assigned busses, access to team meetings, tours, banquets, etc.*

