



## Recognition of MTB Skills, International Mountain Bike Association (IMBA) and the Professional Mountain Bike Instructors Association (PMBI) Qualification

### Checklist:

- Complete and sign the Application Form (page 1)
- Provide contact details and payment information.
- Read and sign the Code of Conduct (page 4).

### Supply copies or scans of your-

- Current First Aid certificate.
- Current Working with Children Clearance for your relevant state.
- MTB Skills, IMBA ICP Level 1 or PMBI Level 1 Instructor Certificate.

Return to MTBA's Education Officer – [education@mtba.org.au](mailto:education@mtba.org.au)

### Contact Details

Applicant Name: \_\_\_\_\_  
DOB: \_\_\_\_\_ MTBA Member No: \_\_\_\_\_  
Club: \_\_\_\_\_ Phone / Mobile: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
First Aid Certificate: Certificate No: \_\_\_\_\_ Expiry Date: \_\_\_\_\_  
Working with Children Check: WWCC No: \_\_\_\_\_ Expiry Date: \_\_\_\_\_ State: \_\_\_\_\_

### Application Fee

Application Fee: **\$95.00 inc GST**

Please Circle **Cheque** **Bank Transfer (EFT)** **Credit Card**

Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_ CCV: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Credit Card payments can also be made over the phone with the MTBA office.  
Please tick if you prefer this option and MTBA will contact you to process payment.

*Please make cheques payable to Mountain Bike Australia Ltd.*

**Bank:** Commonwealth Bank  
**Name:** Mountain Bike Australia Ltd  
**BSB:** 064 475 **Account no:** 10375364

#### EFT Remittance details

Date Paid: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

Reference: \_\_\_\_\_

### MTBA Office Use Only

Associated Qualification / Certificate:  Current WWCC:  Current FA:  Signed Code of Conduct:

Date Received: \_\_\_\_\_ Payment Processed: \_\_\_\_\_ Initial: \_\_\_\_\_

# Code of Conduct – Members and Affiliated Organisations

Version: 3 Sept 2018

## 1. Purpose

The purpose of Code of Conduct (code) is to describe the type of behaviour that Mountain Bike Australia (MTBA) is seeking to promote and encourage its members and supporters to adopt. MTBA has adopted this code to assist defining what is appropriate (and inappropriate) conduct. MTBA is committed to the promotion of mountain biking as a positive active and healthy lifestyle choice. This code will assist to guide this promotion and encourage all members and affiliated organisations to

## 2. Application

The code shall apply to all persons formally associated with mountain biking in Australia. In particular, it shall apply to:

- 2.1. Persons acting for or on behalf of MTBA.
- 2.2. Athletes, coaches, managers and support staff of MTBA whilst in Australia or travelling abroad.
- 2.3. All persons participating in MTBA sanctioned events.
- 2.4. Officials, Commissaires and support personnel assisting in or conducting MTBA events.
- 2.5. MTBA appointed delegates and employees of MTBA.

## 3. Key Principles

The key principles of the code of conduct are outlined below.

- 3.1. MTBA wishes to operate in an environment where people show respect for others and their property.<sup>1</sup>
- 3.2. MTBA wishes to operate in an environment that is free from harassment.<sup>2</sup>
- 3.3. MTBA wishes to operate in a non-discriminatory environment. Respect the right, dignity and worth of every human being - within the context of the activity, treat everyone equally regardless of gender, ethnic origin or religion.
- 3.4. Persons to whom this Code applies acknowledge and agree to comply with the disciplinary and grievance procedures as outlined in the Member Protection Policy.

## 4. Key Elements

All persons who are bound by this code shall:

- 4.1. Act in a manner that is compatible with the interests of MTBA;
- 4.2. Accord people involved in mountain biking (and cycling more generally) with the appropriate courtesy, respect and regard for their rights and obligations;
- 4.3. Treat people's property with respect and due consideration of its value;
- 4.4. Show a positive commitment to MTBA's policies, rules, procedures, guidelines and agreements;
- 4.5. Respect the law and customs of the places they visit;
- 4.6. Respect the confidentiality of information that they receive in the course of fulfilling their duties;
- 4.7. Uphold the standing and reputation of mountain biking (and cycling more generally) within Australia;
- 4.8. Not misuse provided funds or property belonging to another party; and
- 4.9. Observe and comply with the Anti Doping Rules set out in the MTBA Anti Doping Policy.

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<sup>1</sup> Respect is defined as consideration for another's physical and emotional wellbeing and possessions, to ensure no damage or deprivation is caused to either.

<sup>2</sup> Harassment is defined as any action directed at an individual or group that creates a hostile, intimidating or offensive environment.

## 5. Unacceptable Behaviour

This list provides examples of behaviour deemed to be unsuitable and not in the best interests of the sport.

- 5.1. 'Sledging' other athletes, officials or event organisers.<sup>3</sup>
- 5.2. Excessive use of alcohol, acting in a way that becomes a public nuisance, or creating a public disturbance.
- 5.3. Damaging another person's property or depriving them of that property.
- 5.4. Sexual relations between an appointed official and a junior athlete (under the age of consent), irrespective of the wishes and desires of the athlete. In all other cases such relations are strongly discouraged.
- 5.5. Any physical contact with athletes shall be appropriate to the situation and be necessary for the further development of the athlete's skill.
- 5.6. The use or encouragement of the use of banned substances.<sup>4</sup>
- 5.7. Statements that are deemed to denigrate the group that an individual is representing.
- 5.8. Any type of gambling, betting or organisation of betting at any MTB event, while competing, officiating or undertaking a management role.
- 5.9. Any form of harassment.

## 6. Officials Code of Ethics

The responsibility for the ethical conduct of mountain bike events rests equally with officials and participants as well as coaches, media, and spectators. The duty of an official carries with it an obligation to perform those duties with accuracy, consistency, objectivity and a high sense of integrity. To preserve and encourage confidence in the professionalism and integrity of mountain bike officiating all officials are expected to follow ethical behaviour.

MTBA officials expect that:

- 6.1. Their health and safety will be considered of paramount importance;
- 6.2. They will be treated with respect and openness;
- 6.3. They will be appointed to a level of event appropriate to their level of competence; and
- 6.4. They will have access to self-improvement opportunities.

MTBA officials will observe and adhere to the following code of ethics:

- 6.5. Place safety and welfare of the participants above all else;
- 6.6. Accept responsibility for their actions;
- 6.7. Be impartial;
- 6.8. Avoid and conflict of interest;
- 6.9. Be courteous, respectful and open to discussion and interaction;
- 6.10. Value the individual;
- 6.11. Seek continual self-improvement through study, performance appraisal and regularly updating of competencies;
- 6.12. Encourage inclusivity and access to all potential participants;
- 6.13. Be a positive role model in behaviour and personal appearance;
- 6.14. Refrain from any form of personal abuse to others;
- 6.15. Refrain from any form of sexual harassment to others; and
- 6.16. Show concern and caution towards sick and injured participants.

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<sup>3</sup> Sledging is defined as a statement that is deemed to denigrate and/or intimidate another person, or behaviour likely to constitute emotional abuse.



**Mountain Bike Australia**  
**Code of Conduct – Individual Agreement Form**

I, (full name) \_\_\_\_\_

of (address) \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

MTBA Member No: \_\_\_\_\_

Am seeking      accreditation   /   re-accreditation   (circle one) as an MTBA Instructor or Coach.

I agree to the following terms:

1. I agree to abide by the MTBA Code of Conduct Policy and Member Protection Policy.
2. I acknowledge that MTBA is the training provider responsible for accreditation of Instructors and Coaches in the sport of mountain biking. MTBA make take disciplinary action against me if I breach the Code of Conduct.
3. I understand that MTBA is required to implement a complaint handling procedure in accordance with the Member Protection Policy in the event of an allegation against me.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_