

# TRACK CYCLING

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## **INSTRUCTIONS REGARDING THE REGISTRATION OF THE 2021-2022 UCI TRACK TEAMS**

UCI DATARIDE – TEAMS / REGISTRATION PROCESS

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## 1. INTRODUCTION

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*Note to French speaking users: for technical considerations, the platform is only available in English, however, kindly be aware that you can fill-in information in both Union Cycliste Internationale official languages: French or English.*

### **UCI TRACK TEAMS REGULATION UPDATE**

The UCI Track Teams regulation have been significantly updated for next season. The updated regulation is available on the following [link](#)

### **UCI DATARIDE LOGIN - New Teams**

The website address of the platform is the following: <https://dataride.uci.ch/>

If you are a new team and want to register, please send an email to [track@uci.ch](mailto:track@uci.ch) with the following information so that a login can be created for you to enter in the system:

- Team Name (not final, can be changed afterwards)
- Team Code (3 Digits, not final, can be changed afterwards)
- Team Nationality (corresponding to the National Federation)
- Contact First Name, Last Name
- Contact Email

### **UCI DATARIDE LOGIN – Existing Teams**

A login will be created and sent on due time to all existing teams.

### **UCI DATARIDE LOGIN – National Federation**

In order to access the UCI DataRide - Teams platform, you must use the National Federation UCI DataRide credentials you are already using for the Results and Licensees modules.

National Federations will only be able to check and validate the UCI Track Teams under their responsibility. Please note that the menu on the left-hand side enables the National Federations to check the registration by task (for all their teams) or by team directly.



### **DEADLINES**

The final registration deadline is on **10<sup>th</sup> October 2021**. By this date, teams and National Federations must have filled in and submitted all requested information for the registration.

### **Validation**

Teams shall allow enough time for the National Federation to validate the information and submit them to the UCI. The National Federation checks the team's information, approves it and submits it via the UCI DataRide platform.

### **Payment**

To validate the team registration, the registration fee will also have to be submitted prior to the **10<sup>th</sup> October 2021**. The amount shall be set annually by the UCI Management Committee (As per art. 3.7.017).

**DataRide procedure**

You will find below the tasks that will be displayed on your dashboard and that you need to duly fill-in. The submission to the UCI should be done by the National Federation. Thus, please make sure to fill in the information in advance to allow the National Federation to validate and submit them to the UCI in due time.

- Registration information NEXT DEADLINE

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- Payment of the registration fee NEXT DEADLINE

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- Jersey design NEXT DEADLINE

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- List of staff NEXT DEADLINE

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- List of riders NEXT DEADLINE

**2. REGISTRATION INFORMATION – 10<sup>th</sup> October 2021**


**TRACK TEAM EXAMPLE**





+
**SWITZERLAND (SUI)**


**UCI Track Team**

Main Sponsor(s)

 -

 -

 -

 -

Registration information NEXT DEADLINE

- + 1. Team name PENDING NF VALIDATION
- + 2. Team Manager PENDING NF VALIDATION
- + 3. Details of the UCI team that will be published on UCI website PENDING NF VALIDATION
- + 4. Main sponsors PENDING NF VALIDATION

**a) Team Name**

- The “2021 TEAM NAME” field is prefilled-in with the current team name registered with the UCI and cannot be modified.
- The “2022 TEAM NAME” field must be filled-in with the team name you wish to use for the 2022 season.
- The “TEAM CODE (3 characters upon availability)” field must be filled-in with the team three-letter code you wish to use for 2022 season.

When this information is saved as draft or submitted, the team name and team code are updated and displayed on your dashboard, as in the example.

**b) Team Manager**

This person is the main contact between the UCI and the team for the complete season. Besides the tasks and responsibilities which are provided for in the regulations, the team manager shall be responsible for the organisation of the sporting activities and for the social and human conditions in which the riders practise the sport of cycling within the team. When this information is saved as draft or submitted, it is updated and displayed on your dashboard.

**c) Details of the UCI team that will be published on UCI website**

Data is pre-filled in from current season. Please make sure to check and update the information if needed before submitting. The following information will be published on the UCI website:

- Team Name
- Team Code
- Jersey design
- List of riders
- Team Manager
- Assistant Team Manager

- Team Address
- Team Email Address
- Social media (optional)
- Website (optional)

If you wish to publish a website, please make sure to enter the absolute URL, including the leading *http://* or *https://* (example: <http://www.example.com>).

**d) Team Representative (Art. 3.7.009)**

The team representative of riders forming a Team shall be a person(s)/corporation(s) legally entitled to engage personnel. It shall sign contracts with the riders. The information about the employer will not be published on the UCI Website.

**e) Sponsors (Art. 1.1.089 – Art. 1.1.090)**

To ensure the integrity and image of cycling, the UCI has identified several categories of sponsors with whom stakeholders, including teams, may not be associated (directly or indirectly). Thus, article 1.1.089 of the UCI Regulations provides that: *“Without prejudice of the applicable law, no brand of tobacco, spirits, pornographic products or any other products that might damage the image of the UCI or the sport of cycling in general shall be associated directly or indirectly with a licence-holder, a UCI team or a national or international cycling competition. As defined in the present article, a spirit is a beverage with a content in alcohol of 15% or more.”*

In addition, article 1.1.090 of the UCI Regulations lays down certain conditions in relation to sponsorship by **betting companies** (including national lotteries). These conditions protect the integrity of cycling by reducing the risk of collusion and ensuring that visibility on cycling events is exclusively granted to betting operators whose activity does not cause a risk to the integrity of the sport. The team seeking sponsorship by a betting company shall provide documentation establishing compliance with the conditions laid down in article 1.1.090 of the UCI Regulations with its request for registration before the UCI (the same applies in case the sponsorship is considered after the registration has been confirmed). We invite you to read this article carefully and remain at disposal.

**f) Main sponsors (Art. 3.7.004)**

If you have several main sponsors (up to two), please make sure to fill-in the first main sponsor details before filling-in the second main sponsor details. When this information is saved as a draft or submitted, it is updated and displayed on your dashboard below the team category. This information will not be published on the UCI website.

As you know, the National Federation will need to validate each information before submitting to the UCI. The final registration deadline is set on **10<sup>th</sup> October 2021 12:00 pm CET**.

### 3. PAYMENT – 10<sup>th</sup> October 2021

Payment of the registration fee **NEXT DEADLINE**

+	1. Registration fee:
+	2. Proof of payment

The registration fee for the 2021-2022 season has been fixed to € 3'500.- per team, taking into consideration that this tax will be adapted to the economic situation of your country as specified in the economic classification table and the continental classification hereunder:

The complete financial obligations can be found here: <https://www.uci.org/inside-uci/constitutions-regulations/financial-obligations>



Economic classification / Classification économique des fédérations:										
Federation Group 1 / Fédération Groupe 1:	100%									
Federation Group 2 / Fédération Groupe 2:	70%									
Federation Group 3 / Fédération Groupe 3:	40%									
Federation Group 4 / Fédération Groupe 4:	20%									
National Federations classification / Classification des Fédérations Nationales - 2020-2022										
Group 1 / Groupe 1		Group 2 / Groupe 2		Group 3 / Groupe 3		Group 4 / Groupe 4				
C.A.C.		SOUTH AFRICA		ALGERIA		ANGOLA	DJIBOUTI	MADAGASCAR	SIERRA LEONE	
				CAMEROON		BENIN	ESWATINI	MALAWI	SOMALIA	
				EGYPT		BOTSWANA	ETHIOPIA	MALI	SUDAN	
				ERITREA		BURKINA FASO	GABON	MAURITANIA	TCHAD	
				LIBYA		BURUNDI	GAMBIA	MAURITIUS	TOGO	
				MOROCCO		CABO VERDE	GHANA	MICZAMBIQUE	TUNISIA	
				NAMIBIA		CENTRAL AFRICAN REP.	GUINEA	NIGER	UGANDA	
				SEYCHELLES		COMOROS	GUINEA-BISSAU	NIGERIA	UNITED REP. OF TANZANIA	
						CONGO	KENYA	RWANDA	ZAMBIA	
						COTE D'IVOIRE	LESOTHO	SAO TOME & PRINCIPE	ZIMBABWE	
					DEM. REP. OF CONGO	LIBERIA	SENEGAL			
C.O.P.A.C.I.	CANADA	ARUBA		ANGUILLA	DOMINICAN REPUBLIC	BELIZE	SURINAME			
	UNITED STATES OF AMERICA	BERMUDA		ANTIGUA AND BARBUDA	EL SALVADOR	CUBA				
		CAYMAN ISLANDS		ARGENTINA	GUATEMALA	DOMINICA				
		CHILE		BAHAMAS	MEXICO	EQUADOR				
		PUERTO RICO		BARBADOS	NICARAGUA	GREINADA				
				BOLIV. REP. OF VENEZUELA	PANAMA	GUYANA				
				BOLIVIA	PARAGUAY	HAITI				
				BRAZIL	PERU	HONDURAS				
				BRITISH VIRGIN ISLANDS	SINT MAARTEN	JAMAICA				
				COLOMBIA	TRINIDAD AND TOBAGO	SAINT KITTS AND NEVIS				
A.C.C.	HONG-KONG, CHINA	BAHRAIN	SINGAPORE	BAHAGLADESH	MONGOLIA	AFGHANISTAN	JORDAN	NEPAL	TAJIKISTAN	
	JAPAN	CHINESE TAIPEI		BRUNEI DARUSSALAM	OMAN	CAMBODIA	KYRGYZSTAN	PAKISTAN	TURKMENISTAN	
	UNITED ARAB EMIRATES	KAZAKHSTAN		INDIA	REPUBLIC OF KOREA	DEM. PEOPLE'S REP. OF KOREA	LAO PEOPLE'S DEMO. REP.	PALESTINE	VIETNAM	
		MACAO, CHINA		INDONESIA	SAUDI ARABIA	DEM. REP. OF TIMOR LESTE	LEBANON	PHILIPPINES	YEMEN	
		PEOPLE'S REPUBLIC OF CHINA		KUWAIT	THAILAND	IRAQ	MALDIVES	SRI LANKA		
		QATAR		MALAYSIA	UZBEKISTAN	ISLAMIC REPUBLIC OF IRAN	MYANMAR	SYRIAN ARAB REPUBLIC		
	U.E.C.	AUSTRIA	ITALY	ANDORRA	MALTA	BULGARIA	ALBANIA	REPUBLIC OF MOLDOVA		
		BELGIUM	LUXEMBOURG	CYPRUS	MONACO	CROATIA	ARMENIA	SERBIA		
		DENMARK	NETHERLANDS	CZECH REPUBLIC	PORTUGAL	LITHUANIA	AZERBAIJAN			
		FINLAND	NORWAY	ESTONIA	RUSSIAN FED.	ROMANIA	BELARUS			
FRANCE		POLAND	GREECE	SAN MARINO	UKRAINE	BOSNIA AND HERZEGOVINA				
GERMANY		SPAIN	HUNGARY	SLOVAKIA		FORMER YUGOSLAV REP. OF MACEDONIA				
GREAT BRITAIN		SWEDEN	ICELAND	SLOVENIA		GEORGIA				
IRELAND		SWITZERLAND	LATVIA	TURKEY		KOSOVO				
ISRAEL			LIECHTENSTEIN			MONTENEGRO				
O.C.S.		AUSTRALIA					COOK ISLANDS	GUAM	VANUATU	
	NEW ZEALAND					FIJI	SAMOA			

#### 4. JERSEY DESIGN – 10<sup>th</sup> September 2021

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- 1. Jersey design ([art. 4.10.016](#))

UPLOAD JERSEY DESIGN

Select pdf file ...

THE TEAM JERSEY CAN BE PUBLISHED ON UCI WEBSITE ON\*

SAVE AS DRAFT    SUBMIT

A .pdf document must be submitted, showing the jersey (front) design as below (front of the shirt, no arms, no head, white background). Please note the document must not exceed 3MB.

Documents that don't comply with the example as below will not be published. By default, the jersey will be published on **25<sup>th</sup> October 2021**, along with the team details.





## 5. LIST OF STAFF MEMBERS – 10<sup>th</sup> October 2021

There are two different sections in this task: list of licensed staff and list of non-licensed staff. All staff members contracted by the team, including on a temporary basis, licensed or not licensed, must be registered in one of the two lists.

Staff members who have a management role must be licensed. Staff members who go on races must also be licensed. Staff member who never go on races and have no management role don't necessarily need a license. You will find below the list of functions for licensed staff and non-licensed staff.

### List of functions for licensed staff

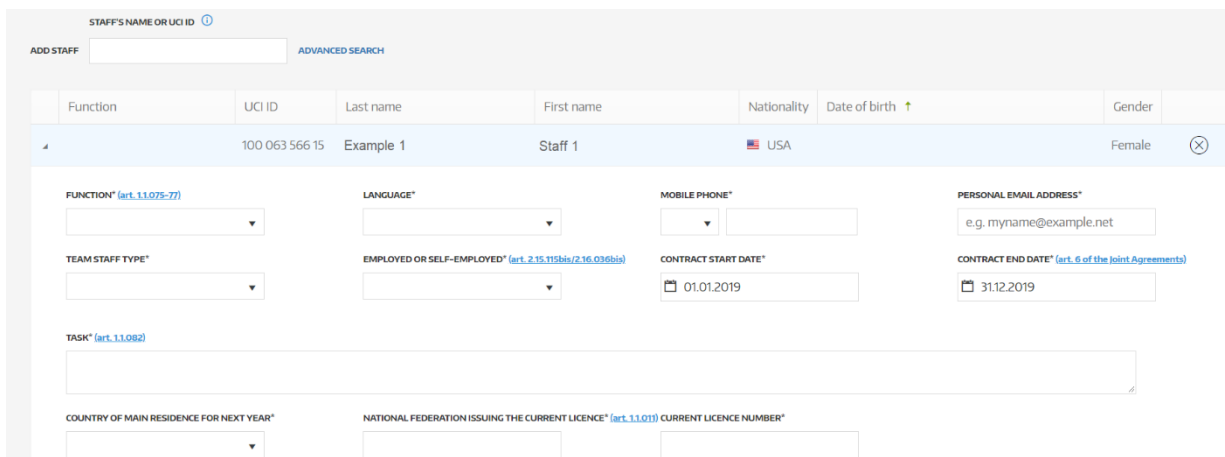
Team Manager
Assistant Team Manager
Coach
Mechanic
Doctor
Paramedical Staff

### List of functions for non-licensed staff

Interpreter
Doctor
Physio
Paramedical Staff

Team Manager and employer are prefilled-in from the previous season on the list of licensed staff. Staff members who will not be contracted for the 2022 season can be removed from the list by clicking on the "X" button at the end of the line.

For each staff member, please open the individual line and fill-in and/or check the requested information. Please make sure to select the function which best fits the role of the staff member. You can then detail the different tasks of the staff member in the related field.



STAFF'S NAME OR UCI ID ⓘ

ADD STAFF  ADVANCED SEARCH

Function	UCI ID	Last name	First name	Nationality	Date of birth ↑	Gender
	100 063 566 15	Example 1	Staff 1	USA		Female

FUNCTION\* (art. 11.075-77)   
 LANGUAGE\*   
 MOBILE PHONE\*   
 PERSONAL EMAIL ADDRESS\*  e.g. myname@example.net  
 TEAM STAFF TYPE\*   
 EMPLOYED OR SELF-EMPLOYED\* (art. 2.15.115bis/2.16.036bis)   
 CONTRACT START DATE\*  01.01.2019  
 CONTRACT END DATE\* (art. 6 of the Joint Agreements)  31.12.2019  
 TASK\* (art. 11.082)   
 COUNTRY OF MAIN RESIDENCE FOR NEXT YEAR\*   
 NATIONAL FEDERATION ISSUING THE CURRENT LICENCE\* (art. 1.1.011) CURRENT LICENCE NUMBER\*

The fields "National Federation issuing the current licence" and "Current licence number" will be automatically filled-in when available.

If a staff member has a permanent contract, please make sure to fill-in the last day of the track season as "Contract end date".

If a person has two roles, such as Team Manager and Coach, please make sure to add this person twice, to be able to indicate both roles.

To add a staff member in the list of licensed staff, you can search the licence holder in the corresponding field or proceed with an advanced search.

STAFF'S NAME OR UCI ID ⓘ

ADD STAFF  [ADVANCED SEARCH](#)

- 10001114268 CORREIA Joao
- 10007764529 CORREIA João
- 10011595827 CORREIA João Paulo
- ▶ Fun 10044099921 CORREIA João
- ▶ Gen 10044148522 CORREIA João
- ▶ Ass. 10044149633 CORREIA João
- ▶ Spo 10044211469 CORREIA João
- 10045037080 CORREIA João
- 10045144891 CORREIA João
- 10045298071 CORREIA João

STAFF'S UCI ID

FIRST NAME

LAST NAME

GENDER

COUNTRY

BIRTHDAY

14 results (X) Show only selected riders  NO

	UCI ID	Name	Nationality	Date of birth	Gender
<input type="checkbox"/>	100 440 999 21	CORREIA João	POR	23 Jul 1968	Male
<input type="checkbox"/>	100 441 485 22	CORREIA João	POR	24 Feb 1978	Male
<input type="checkbox"/>	100 441 496 33	CORREIA João	POR	12 Nov 1969	Male
<input type="checkbox"/>	100 442 114 69	CORREIA João	POR	28 May 1958	Male
<input type="checkbox"/>	100 450 370 80	CORREIA João	POR	15 Jun 1980	Male
<input type="checkbox"/>	100 451 448 91	CORREIA João	POR	31 Jul 1961	Male
<input type="checkbox"/>	100 452 980 71	CORREIA João	POR	22 Mar 1962	Male
<input type="checkbox"/>	100 455 605 77	CORREIA João	POR	02 Jan 1986	Male
<input type="checkbox"/>	100 484 200 57	CORREIA João	POR	12 Nov 1969	Male
<input type="checkbox"/>	100 604 356 30	CORREIA João	POR	27 Oct 1990	Male

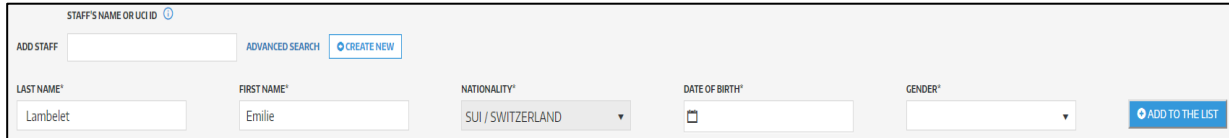
1 - 14 of 14 items

The advanced search feature can help you in case there are several people with the same name. We kindly invite you to check the current licence of the person, on which the UCI ID is indicated. You can then select the correct person and add them to the list.

If there are several people with the exact same information (first name, last name, date of birth, nationality), please make sure to send the UCI ([support.ucidata@uci.ch](mailto:support.ucidata@uci.ch)) a print screen like on this example as well as a copy of the licence, showing the UCI ID, so that we can merge both entries and only have the correct one left.

If a person doesn't exist in the database after having searched, we kindly invite you to contact the relevant National Federation, that will be able to issue the correct licence. A UCI ID will then be created, and the person will be available in the database.

For the staff members that have functions that don't require a licence to be issued, we kindly invite you to select the list of non-licensed staff. In this section, it is not possible to search in the database, as these persons don't have a UCI ID. You will have to create a new contact and fill-in standard information.



The screenshot shows a web interface for adding staff. At the top, there is a search bar labeled 'STAFF'S NAME OR UCI ID' with a magnifying glass icon. Below it are three buttons: 'ADD STAFF', 'ADVANCED SEARCH', and 'CREATE NEW'. The main form has five fields: 'LAST NAME\*' with the value 'Lambelet', 'FIRST NAME\*' with the value 'Emilie', 'NATIONALITY\*' with a dropdown menu showing 'SUI / SWITZERLAND', 'DATE OF BIRTH\*' with a calendar icon, and 'GENDER\*' with a dropdown menu. A blue button labeled 'ADD TO THE LIST' is located at the bottom right of the form.

Afterwards, you will be able to fill-in the contract and role information, same as for a licensed staff member.

Once the staff members are added to both lists, please make sure to submit both before the deadline.

As you know, the National Federation will need to validate each information before submitting to the UCI. The final registration deadline for the list of staff members is set on **10<sup>th</sup> October 2021**.

## 6. LIST OF RIDERS – 10<sup>th</sup> October 2021

To register a Track Team a minimum of 3 riders and a maximum of 10 riders need to be registered.

The list of riders is prefilled-in from the previous season. Riders who will not be contracted for the next season can be removed from the list by clicking on the “X” button at the end of the line. For each rider, please open the individual line and fill-in or check the requested information.

18.02.2019 - List of riders NEXT DEADLINE

100% PENDING IN VALIDATION

VIEW CHANGE HISTORY EXPORT EXCEL

1. List of riders PENDING IN VALIDATION

UCI ID	Last name	First name	Nationality	Date of birth ↑	Gender
▶ 100 025 943 28	Rider 1	Example 1	FRA		Female
▶ 100 091 072 70	Rider 2	Example 2	FRA		Female
▶ 100 072 599 27	Rider 3	Example 3	SUI		Male

Please note that the field about the “Specialisation” ( Endurance  Sprint) is only informative. It will not have any impact on the participation of the riders to any events.

The fields “National Federation issuing the current licence” and “Current licence number” will be automatically filled-in when available.

Once the riders are added to the list, please make sure to submit it before the deadline.

**Important:** Please note that it is possible to add riders to the Team at any point during the season. The information and contract must be transmitted to the UCI at least one month before the first participation of the rider in a track race.

### CONTRACT

It is important to fill-in all the information related to the riders’ contract.

Besides, one signed copy of the contract for each rider must be attached to the rider’s registration. As per article 3.7.023 (see point 2 hereunder), the contract must at least contain the stipulations of the standard contract presented in the article 3.7.029.

***NB regarding duration of contracts:** Track Teams are registered for a complete track season; starting from the day after the World Championships (18.10.2021) until the last day of competition of the next World Championships (16.10.2022).*

If a rider is part of a Road Team, a letter signed by all parties (Rider, Road Team Representative and Track Team Representative) needs to be submitted together with the rider’s contract either while uploading the contract or by email to [track@uci.ch](mailto:track@uci.ch), copy to [road@uci.ch](mailto:road@uci.ch).

As you know, the National Federation will need to validate each information before submitting to the UCI. The final registration deadline for the list of riders is set on **10<sup>th</sup> October 2021**.

## 7. MISCELLANEOUS

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The latest regulations regarding UCI Track Teams can be found on our website:

<http://www.uci.org/inside-uci/constitutions-regulations/regulations> -> Part III Track Races -> Chapter VII TRACK TEAMS

## 8. FAQ

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### **Is it possible for a Track team to change name during the track season?**

Please note that as per art 3.7.013 teams shall communicate their list of staff and riders 15 days prior to the UCI track individual classification period start, for verification and registration. Art.3.7.014 - Article 3.7.013 shall also apply to any amendment made to the list. Such amendments shall immediately be submitted by the Teams to their National Federation and to the UCI for approval. Therefore, a team can change name during the track season if the request is done immediately and if the National Federation and the UCI accepts the requested change.

### **Can a rider have several roles in a Track Team?**

A rider belonging to a team registered with the UCI may not carry out another role, this means that a rider of a track team cannot have any other responsibility within the team.

### **Can para-cyclists and junior/elite/women enter a team? Any special rule on this?**

Team can be mixed (Men and Women) and it is also possible to have para cyclists and Juniors as part of the team. However please note that specific participation criteria and eligibility rules to enter major races still apply as stipulated in the UCI Rules and Regulations.

If you have any question or face any difficulty linked to the system, please make sure to contact [support.ucidata@uci.ch](mailto:support.ucidata@uci.ch)

If you have any question or face any difficulty linked to the registration procedure, please make sure to contact [track@uci.ch](mailto:track@uci.ch)

### **Union Cycliste Internationale**

Département des Sports

Allée Ferdi Kübler 12

CH – 1860 Aigle

[track@uci.ch](mailto:track@uci.ch) | [www.uci.ch](http://www.uci.ch)

*Thank you for your collaboration. We wish you all the best for the 2021-2022 season registration.*