

## **Standard Operating Procedure (SOP) during the international competitions (UPDATED)**

**Objective:** To ensure the effective organization, discipline, and performance of shooters participating in coaching camps and representing our country during international competitions, while adhering to the established selection criteria and maintaining a clear policy on the accommodation of parents and personal coaches.

**Code of Conduct:** All team members are required to adhere to a strict code of conduct during the entire trip. This includes punctuality, respectful behaviour towards team members, coaches, officials, and competitors. Everyone is required to sign an undertaking and strictly follow the code of conduct.

**Anti-Doping Rules:** All team members must comply with anti-doping regulations, including regular testing and awareness of prohibited substances.

**Equipment Care:** Athletes are responsible for the maintenance and safekeeping of their equipment. - Any damage or loss due to negligence will be the athlete's responsibility.

**Communication:** Team members are expected to maintain effective communication with coaches and team officials. - All official team communication should go through designated channels.

**Accommodation:** Team members will be accommodated together in approved team accommodations arranged by the NRAI. Shooters will not enter the rooms of opposite gender.

- a) The Parents and personal coaches will not interfere with team and time of training schedule as laid out by the coach/sports science team.
- b) Parents and personal coaches will not directly instruct, communicate by self or any other means, without the consent/permission of foreign coach/chief coach during the event/competition.
- c) Parents and personal coaches are barred from entering the FOP and or athlete area of the competition arena.
- d) Parents and personal coaches will not interfere, engage in any dispute of any nature with another shooter's affairs, relating to his/her performance or personal issues.

**Coach-Athlete Relationship:** Athletes may follow the training program, as prepared by their personal coach, subject to approval by the Chief Coach. Personal coaches will not attend training sessions and competitions and must coordinate their involvement and sharing the training programme with the Chief coach. Personal coaches should respect the team coach's authority during the trip.

**Compliance and Accountability:** Any violation of this SOP may result in disciplinary action, including suspension from future international trips against the shooter/personal coach. Athletes, coaches, and officials are responsible for understanding and adhering to this SOP. Shooters are required to submit Code of Conduct cum Undertaking duly signed by them to NRAI. Parents are required to counter sign the Code of Conduct cum Undertaking along with shooter who are below the age of 18 years,

**Conclusion:** This SOP is designed to promote professionalism, discipline, and fairness in the management of shooting teams during international trips. All team members, coaches, and officials are expected to strictly adhere to these guidelines to represent our country.

## **CODE OF CONDUCT cum UNDERTAKING (UPDATED)**

- 1) Be a responsible human being and a committed sports person
- 2) Be respectful towards HPD, HPM, Coaches, staff of NRAI and fellow shooters
- 3) Be punctual and diligent during training and participation in competitions
- 4) Follow directions by Coaches, support staff and officials of NRAI
- 5) Shall be dressed appropriately in team uniform
- 6) Be disciplined on and off the field
- 7) Must not verbally abuse or intimidate in any form such as shouting making gesture, towards or in any other way distract any spectator, tournament official, technical official, opposing coach or opposing team official, or opposing player
- 8) Shall not indulge in any political or religious and other discourse/discussion
- 9) Should not make any inappropriate or unwanted physical, verbal, or sexual advance towards anyone
- 10) Adhere to rules as set by Govt. of India/Sports Authority of India/NRAI or any agency related to camp or participation
- 11) Shall abide by the Code of Ethics of ISSF
- 12) Respect law of the land in India as well of the country of your visit for camp or participation in international competitions
- 13) Should not consume alcohol or tobacco during the training camp and competitions
- 14) It's the responsibility of the shooter to be aware of all the rules and be responsible for their equipment being as per ISSF regulations
- 15) At the time of joining the NSQ/selection as part of the Indian Team, the Shooter is responsible to notify to NRAI about his/her personal coach/support staff.
- 16) Shooter is responsible for direct communication with NRAI / team in charge and not through his parents/personal coach.
- 17) Will stay in an accommodation along with Indian team, as arranged by NRAI.
- 18) No personal Coaches/parents shall share the accommodation or stay in the same hotel where the accommodation of the team is arranged.
- 19) Protocol regarding Entry to Opposite Genders' Hotel Rooms: In order to maintain a respectful and safe environment for all individuals on our shooting team during our stay at hotels, we want to emphasize the following protocol:
  - a) No entry of shooters in opposite gender room.
  - b) Respect for Privacy: Team members are not permitted to enter hotel rooms assigned to individuals of the opposite gender under any circumstances.

- c) Boundaries: One must uphold appropriate boundaries and respect the privacy and comfort of all team members.
  - d) Designated Meeting Areas: - Common areas within the hotel, such as the lobby or lounge, should be used for team meetings or gatherings to ensure inclusivity and professionalism.
  - e) Violation Consequences: Violation of this protocol may result in disciplinary actions. This will jeopardize the team's reputation and participation in future events.
  - f) Report Any Concerns: If any team member feels uncomfortable or observes any inappropriate behavior related to this protocol, please report it immediately to team officials or management. Your cooperation in adhering to this protocol, as it is essential for creating a respectful and safe environment for all members of our shooting team.
- 20) Shooters need to keep coaches informed about their whereabouts during camps/ international competitions and will not leave the hostel/hotel/place of stay without the permission of the Chief Coach/coach incharge
  - 21) Shooters are required to inform NRAI about any past or present medical condition, which could hamper their performance or require medical attention
  - 22) Its shooters' responsibility to update any changes in their arms and passport details
  - 23) Must provide correct details apropos the age or any other details required and essential for participating in any coaching camp/competition
  - 24) Adhere to WADA/NADA rules and not to use drugs which are not permitted under WADA/NADA rules
  - 25) In case of any grievance, apprise Coaches, Support staff and other connected persons to the Camp/Competition.
  - 26) Shall not interact with media in any form or over any on any print/electronic/social platform without the permission of NRAI. Also, shall not post any material, which is contrary to the spirit of IOC Charter, ISSF Rules, shooting sport, fellow shooters, coaches, other office bearers of NRAI and against the policies of Govt. of India/SAI/NRAI
  - 27) Should diligently attend and perform at any workshop/conference conducted by NRAI for the betterment and skill enhancement of the Shooters
  - 28) Must not bring the shooting sport into disrepute through media comments, either pre, during, or post coaching camp/competition that relate to tournament officials, technical officials, opposing coaches or team officials and or players, that are personal in nature, imply bias, or question their integrity
  - 29) Act like a true Ambassador of the Country and Sport.

## **SUSPENSION**

The shooter can be suspended from camp/team for the following violations:

- 1) Violation of discipline rules and code of conduct at the Camp or at the shooting competition
- 2) Violation of training schedule/camp rules
- 3) Use of alcohol & tobacco during the camp or at the competition
- 4) Use of drugs not permitted under WADA/NADA rules

- 5) Disrespect towards coaches/support staff and fellow shooters
- 6) Absence from camp without prior approval from the concerned authority
- 7) Damage to fellow shooter's equipment or range property
- 8) Causing mental stress/annoyance to fellow shooters by any act which is violation to the spirit of the shooting sport, rules of NRAI/ISSF
- 9) Causing physical injury to any shooter or person connected with the camp for training/participation
- 10) Use of unparliamentarily language/political or religious discussions during the camp/competition or otherwise
- 11) Hurting sentiments and making any inappropriate or unwanted physical, verbal, or sexual advance towards anyone
- 12) Use of any print/electric/social media platform to vent your concern/grievance
- 13) Pass comments of any gender, religious or castist account, that may be emotionally disturbing.
- 14) Any act, which is contrary to the Code of Conduct or otherwise, may lead to disciplinary action.
- 15) The Player will not leave the province/city of the competition without the permission or until unless accompanied by team/Coach
- 16) Minimum usage of electronic equipments/mobile during the compition/without the knowledge/consent of chief coach /coach incharge.

\*Camp means and include shooting range (including Field of Play), or a place of stay during the coaching camp/international competitions abroad.

I have read and understood the Code of Conduct and will abide by the Code of Conduct as stated on page 1 and 2.

Name of the Shooter \_\_\_\_\_ Signature \_\_\_\_\_

Name of the parent/Guardian \_\_\_\_\_ Signature \_\_\_\_\_  
(in case minor below the age of 18 years)

Signed in presence of:

Name of the Coach \_\_\_\_\_ Signature \_\_\_\_\_

Date