



# CAMS CLUB RESOURCE GUIDE

## CHAPTER 11: MEMBER PROTECTION HEALTH & INTEGRITY



Australian Government  
Australian Sports Commission

© This publication is copyrighted under the Copyright Act 1968.  
No part of this publication may be reproduced by any means without the express written permission of CAMS. Affiliated CAMS Clubs are exempt from this prohibition and are encouraged to make full use of this material for Club training and Club management purposes only.



MEMBER OF



CONFEDERATION OF AUSTRALIAN MOTOR SPORT

## Contents

<b>1. Member Protection .....</b>	<b>3</b>
1.1 Introduction .....	3
1.2 CAMS Member Protection Policy.....	4
1.3 CAMS Member Protection Statements .....	6
1.4 Code of Conduct / Behaviour.....	7
1.5 Anti-Harassment, Discrimination, Bullying.....	8
1.6 Protection of Children (Juniors) .....	9
1.7 Complaints .....	11
<b>2. Health Initiatives .....</b>	<b>12</b>
2.1 Introduction .....	12
2.2 Fatigue – 'Stop – Sleep – Survive'.....	13
2.3 Dehydration – 'Clear to Steer' .....	14
2.4 Noise (Hearing).....	15
2.5 Nutrition.....	16
2.6 Officials Health and Fitness .....	17
<b>3. Integrity .....</b>	<b>18</b>
3.1 Introduction .....	18
3.2 Alcohol / Anti-Doping .....	19
3.3 Betting .....	21

### Advice

At all times the content of this document is advice only. Matters that may arise should be referred to the CAMS or the Club's legal advisor.

# 1. Member Protection

## 1.1 Introduction

### Introduction

National sporting organisations have a responsibility to make sure that their sports are safe, fair and inclusive for everyone involved. They also have legal obligations to prevent and address discrimination and harassment and to protect children from harm and abuse.

A Member Protection Policy is an essential tool that outlines how a sporting organisation will meet these obligations and maintain responsible behaviour and fair decision-making.

The national sporting organisation is to ensure that affiliated clubs, and associations, formally adopt the national policy (with any relevant modifications to take account of state / territory legislative or other requirements) in accordance with that organisation's constitution.

CAMS has a Member Protection Policy and this is available from the CAMS website.

The policy is a code of behaviour which forms the basis of appropriate and ethical conduct so that CAMS members participate in a safe environment which is free of harassment, and it provided a mechanism for complaint resolution and guidelines for child protection.

## 1.2 CAMS Member Protection Policy

**Policy Objectives** The CAMS Member Protection Policy (the Policy) aims to ensure that core values, good reputation and positive behaviours are maintained, warranting that every person involved in motor sport under CAMS is treated with respect and dignity.

The Policy, along with other CAMS' policies, can be viewed at:  
<http://www.cams.com.au/about/administration/policies>

The Policy ensures that everyone involved in the sport is aware of their legal and ethical rights and responsibilities. Those involved include:

- affiliated clubs and associations
- competitors
- officials
- volunteers
- employees
- organisers
- sponsors
- spectators

The Policy provides procedures that support CAMS commitment to eliminating discrimination, harassment, child abuse, bullying and other forms of inappropriate behaviour from the sport and CAMS will take disciplinary action against any person or organisation bound by the Policy if they breach it.

## 1.2 CAMS Member Protection Policy – Continued

### CAMS Core Values

CAMS regulates motor sport in Australia, developing and maintaining systems for safety, technical, judicial, accreditation, training, compliance and other related activities for the effective management and development of motor sport.

The systems and services are provided to members, other customers and the community on order to achieve its core values.

CAMS charter is to promote and achieve safety, fairness and social responsibility in the conduct of the sport and it is responsible to:

- its members for the provision of a well organised and competently administered sporting activity, conducted safely and fairly and with the interests of members paramount
- the Federation Internationale de l'Automobile (FIA) for the application of the International Sporting Code and the maintenance of a well ordered motor sport activity
- the general public for the sport to be conducted in a manner which will not bring disruption or unnecessary danger to the community

### Affiliated Clubs' Responsibilities

Affiliated clubs and associations must:

- adopt, implement and comply with the Policy
- publish, distribute and otherwise promote the Policy, and the consequences for breaching it
- promote appropriate behaviour at all times
- promptly deal with any breaches
- apply the Policy without 'fear or favour'
- recognise and enforce any penalty imposed under the Policy
- appoint or have access to appropriately trained people to receive and handle complaints
- monitor compliance with the Policy

## 1.3 CAMS Member Protection Statements

### Member Protection Statements

CAMS Member Protection Statements include:

- Child Protection

CAMS is committed to the safety and wellbeing of all children who participate in CAMS related activities or access CAMS services. CAMS supports the rights the child and will act at all times to ensure that a child-safe environment is maintained.

- Taking Images of Children

Images of children can be used inappropriately or illegally and CAMS requires that individuals and associations, wherever possible, obtain permission for a child's parent / guardian before taking an image of a child. They should understand how the image will be used.

- Anti-Discrimination and Harassment

CAMS aims to provide a sport environment where all those involved in its activities are treated with dignity and respect, and without harassment or discrimination.

- Workplace Bullying

CAMS is committed to providing a healthy and safe work and sporting environment that is free from bullying.

- Pregnancy

Pregnant women should be treated with respect and any unreasonable barriers to their full participation in CAMS related activities removed.

- Gender Identity

CAMS is committed to providing a safe, fair and inclusive environment for CAMS related activities where people of all backgrounds can contribute and participate.

- Responsible Service and Consumption of Alcohol

CAMS activities are to be conducted in a manner that promotes responsible service and consumption of alcohol.

- Social Networking Websites

CAMS expects all individuals and entities to conduct themselves appropriately when using websites related to CAMS activities.

## 1.4 Code of Conduct / Behaviour

**Code of Conduct** In order to achieve and maintain its Core Values, CAMS has a Code of Conduct which is a collection of statements that establish what CAMS considers its member clubs and their members hold as an acceptable standard of behaviour and conduct.

These codes establish how CAMS expects its members to behave.

Codes of conduct or behaviour provide a guide and basis of expectations and encourage commitment to ethical and professional behaviour and outline principles on which CAMS and its clubs are based.

CAMS requires every individual and organisation bound by the Policy to:

- be ethical, fair and honest in all their dealings with other people and CAMS
- treat all persons with respect and courtesy and have proper regard for their dignity, rights and obligations
- always place the safety and welfare of children above other considerations
- comply with CAMS constitution, rules and policies including the Policy which takes precedence over any existing policy
- operate within the rules and spirit of the sport
- comply with all relevant Australian laws (Federal and State), particularly anti-discrimination and child protection laws
- be responsible and accountable for their conduct

## 1.5 Anti-Harassment, Discrimination, Bullying

### **CAMS Prohibits Such Behaviour**

Harassment, discrimination and bullying are the deliberate and repeated unwanted behaviour against a victim or a group of victims by treating others in a way that makes them feel embarrassed, offended, upset or afraid. It can be in the form of physical, verbal, sexual, racial or emotional harassment. Kinds of such behaviour are:

- physical – bullying, pushing, letters, drawings, touching, invasion of personal space, taking / damaging possessions
- verbal – comments / gestures, put downs, name calling, laughing, threats, slander
- sexual – deliberate and repeated touching, fondling or physical contact, smutty jokes or comments, provocative or insulting remarks, leering and ogling, persistent questioning about someone's private life
- racial – racist comments, religious comments, picking on people because of their race or religion, ridicule, name calling, put downs, physical violence
- emotional – snubbing, ganging up, ignoring, put downs can also be part of all areas above

CAMS prohibits all forms of harassment, not only because it is against the law, but because it is extremely distressing, offensive, humiliating and / or threatening and creates an uncomfortable and unpleasant environment.

CAMS has an 'Anti-Discrimination, Harassment and Bullying Policy' available on its website.

## 1.6 Protection of Children (Juniors)

### Child Member Policy

Child protection (i.e. anyone under the age of 18 years) is about keeping children safe from abuse and protecting them from people who are unsuitable to work with them.

Child abuse is illegal in all States and Territories with each having their own child protection laws that cover reporting and investigations of cases of child abuse.

All affiliated clubs and associations are obliged to conform with the CAMS Child Protection Policy which is listed on the CAMS website.

This policy covers:

- Child Protection Requirements
- Member Protection Declaration
- Queensland 'Blue Card' Requirements
- New South Wales Child Protection Requirements
- West Australia Child Protection Requirements
- Victoria Child Protection Requirements
- South Australia Child Protection Requirements
- Tasmanian Child Protection Requirements
- Australian Capital Territory Working With Vulnerable People Requirements
- Northern Territory Child Protection Requirements

## 1.6 Protection of Children (Juniors) – Continued

### Club Responsibility

The states have developed Child Protection Acts and these Acts have implications for all sport and recreation organisations. In brief, the Acts include details where it is mandatory for employers to ask all employees (paid or volunteer) in child related 'employment' (e.g. group or team leaders) to make and sign a declaration they are not a prohibited person (e.g. someone convicted of a serious sex offence).

The States have legislation that any person who works or volunteers with children will need to undergo a Working With Children (WWC) Check (or similar). Employers and volunteer organisations (e.g. clubs) must ensure that any of their staff or volunteers who need a WWC Check have applied for one & are verified (in some jurisdictions).

Responsibilities of 'employers' differ between jurisdictions, so it is best to contact your relevant government agency that deals with Child Protection. If you are unable to locate this agency, please contact the Sport and Club Development Officer in your jurisdiction.

Although motor sport does not as heavily involve children as do other sports, e.g.; football, swimming, and athletics, clubs need to:

- identify and classify the risks that may be harmful to a child
- take steps to effectively manage any situations that may occur

It is a club's, or association's, responsibility to carry out a screening process for people occupying regular conduct with children. Such a process is set down in Part B ('Child Protection Requirements') of the CAMS Member Protection Policy on the CAMS website.

## 1.7 Complaints

### Complaints

***This section does not refer to grievances in competition. For these issues refer to National Competition Rules Part XII (Protests) and Part XIII (Appeals).***

A complaint can be about an act, behaviour, omission situation or decision and will always vary.

They may be about individual or group behaviour; may be extremely serious or relatively minor; may be about a single incident or a series of incidents; and the person about who the allegation is made may admit to the allegation/s or emphatically deny them.

Given all these variables that can arise, CAMS provides a step-by-step procedure that individuals, clubs and organisations to which this Policy applies to pursue their complaint.

The CAMS Complaints Procedures Policy is available from the CAMS website.

To ensure the principles of Natural Justice are followed in all respects the CAMS Policy follows and implements the following procedures:

- Complaints Procedure
- Mediation Procedure
- Investigation Procedure
- Investigation Procedure for Allegations of Child Abuse
- Hearings and Appeals Tribunal Procedure
- Disciplinary Measures

## 2. Health Initiatives

### 2.1 Introduction

#### Introduction

Participants in motor sport, like most sports, are required to perform at their best by staying focused, making correct and timely (sometimes split-second) decisions, managing personnel and equipment, often very expensive. To perform most tasks consistently and reliably participants must be fresh, and this is particularly for those who are involved with demanding physical roles in long days in either heat, cold or rain, and for events of long duration.

CAMS has developed programs that create awareness of health initiatives associated with motor sport so that organisers, officials, competitors and their crews can understand the causes and effects of issues such as:

- fatigue
- dehydration
- noise (hearing)
- nutrition

## 2.2 Fatigue – ‘Stop – Sleep – Survive’

### Fatigue

Fatigue is more than feeling tired and drowsy; fatigue is a state of mental and / or physical exhaustion that reduces a person’s ability to perform safely and effectively. It can occur because of prolonged mental or physical activity, sleep loss and / or disruption of the internal body clock.

When fatigued motor sport participants – competitors and officials – are at increased risk of exercising poor judgement and lack of concentration, leading to a reduction in responding effectively. No matter their role, often competitors and officials make time critical decisions requiring accuracy and precision, ensuring safety in the sport.

Symptoms leading to fatigue are:

- sleepiness
- physical discomfort
- lack of motivation
- lack of energy
- physical exertion

CAMS has a fatigue awareness program called ‘Stop – Sleep – Survive’ and this is available on the CAMS website:

<http://www.cams.com.au/motor-sport/safety-integrity/cams-health-and-safety-initiatives/stop-sleep-survive>

## 2.3 Dehydration – ‘Clear to Steer’

### Dehydration

Participants in motor sport from time to time find themselves in hot, humid and sometimes poorly-ventilated environments. Hydration awareness programs, aimed at increasing education and awareness of dehydration and heat illness so that participants can take simple steps to minimise the risks of dehydration, are essential.

Such a CAMS program is Clear to Steer, available on the CAMS website, and it sets down such issues as:

- what heat illness is and its signs
- reasons for increasing risks of heat illness
- useful hints to reduce the onset and effects of heat illness
- facts about and how to avoid dehydration

## 2.4 Noise (Hearing)

### Noise

Noise is an unseen and sometimes overlooked danger in motor sport. Prolonged exposure to high decibel levels can lead to loss of hearing, or tinnitus (ringing in the ears) which in acute form can have disastrous effects on health.

People who spend a lot of time in a noisy environment, such as motor racing, become so accustomed to it that they may become unaware of the damage that is being done to their health.

Unlike a broken limb, damaged hearing does not recover so those exposed to prolonged excessive noise should always wear good ear defenders (hearing protection).

It is widely acknowledged that there are extreme noise levels in various disciplines of motor sport and are an unseen and sometimes overlooked danger in motor sport, and Clubs should be aware of this issue and take action where considered necessary.

## 2.5 Nutrition

### Nutrition

Fitness in motor sport is often overlooked and a base level of fitness is very important for the stamina required to concentrate at maximum level throughout an event, even one conducted over a short period of time.

A good diet should supply adequate carbohydrate to match energy needs, moderate amounts of protein and fat, as well as supplying enough vitamins, minerals and fibre. Specific needs depend on the amount and type of activity undertaken, but nutrition is very often overlooked by participants in motor sport, both competitors and officials.

## 2.6 Officials Health and Fitness

### Information

CAMS, through the Australian Officials Commission (AOC), provides a guide in assisting CAMS volunteer officials develop their fitness, health and well-being, so as to enjoy as fully as possible their experiences as motorsport officials.

A document 'Information to Promote the Health and Fitness of CAMS Volunteer Officials' is available on the CAMS website under 'Officials Resource Centre'.

## 3. Integrity

### 3.1 Introduction

#### **Special Responsibility**

CAMS and its affiliated clubs have a special responsibility to safeguard the integrity and reputation of motor sport in Australia from jeopardy or harm resulting from immoral or unethical methods and practices.

Activities and behaviours that define sport as lacking integrity include creating an unfair advantage or the manipulation of results through performance enhancing drugs and match fixing or tanking.

Other behaviours include bullying, harassment, discrimination and child abuse.

## 3.2 Alcohol / Drugs / Anti-Doping

### Alcohol

During any event, consumption of alcoholic beverages in the competition venue, including service areas, under the control of the event is expressly forbidden until all competition activity is concluded for the day. Any person associated with the competition who is found to be affected by alcohol on the day of the event shall not be permitted to participate.

This means that drinking alcohol throughout the day whilst participating in the event is not permitted. If a crew member has a positive blood alcohol level (i.e.: above 0.01%) when tested, that crew member will not be permitted to continue to participate in the event for the remainder of the day and this means the vehicle will not be able to continue in the day.

Competitors, crews or officials may be randomly tested for alcohol by a CAMS Accredited Testing Officials (CATO) or other drugs at any time during the event(s). The CAMS Anti-Doping Policy, as appears in the CAMS Manual of Motor Sport and as amended from time to time, is recognised as an integral component of the NCR and is duly authorised as such. In any areas where the NCR and the CAMS Anti-Doping Policy conflict, the CAMS Anti-Doping Policy will take precedence.

If a report is made to the Clerk of Course that a crew member is seen to be consuming alcohol this will be reported to the Stewards who will hold an enquiry and apply an appropriate penalty.

## 3.2 Alcohol / Drugs / Anti-Doping – Continued

### Drugs / Anti-Doping

All sports recognised by the Australian Government are required to have an Anti-Doping Policy for which complies with the expectations and standards of the latest World Anti-Doping Code.

Motor sport held under the auspices of CAMS and its Affiliated Clubs and Associations is no exception.

The CAMS Anti-Doping Policy comprises of guiding principles for law abidance, good health and safety and, for competitors, it also prohibits the use of medications which are either illegal, mind altering, performance enhancing or considered to be not ethical in sport

The Policy is a set of regulations that covers prohibition of use, purchase and dealing of medications (drugs) which if used in sport would have the effect of either breaking civil law, gaining an unfair advantage over fellow competitors or posing a threat to the health and safety of other participants in the sport.

CAMS has developed a number of documents related to drugs / anti-doping and these are available on the CAMS website:

- 'CAMS Anti-Doping Policy'
- 'CAMS Anti-Doping Policy Information'
- 'CAMS Anti-Doping Testing Procedure'

Further materials, including illicit drug fact sheets, are available for download:

- CAMS Illicit Drugs in Sport (Safety Testing) Policy
- CAMS Illicit Drugs in Sport (Safety Testing) – banned drug list
- CAMS IDiS Safety Testing – procedure
- CAMS IDiS Safety Testing – medical exemption request form
- CAMS IDiS Safety Testing – brochure
- CAMS IDiS Safety Testing - medication precautions brochure
- IDiS illicit drugs fact sheets

*(IDiS – 'CAMS Illicit Drugs in Sport')*

### 3.3 Betting

#### Match Fixing

Betting is a legitimate pursuit, however illegal or fraudulent betting is not. Fraudulent betting on sport and the associated match fixing is an emerging and critical issue globally, for sport, for the betting industry and for governments alike.

Match fixing is known by different names – game fixing, race fixing or sports fixing.

Motor sport, like any activity generally with a defined ‘winner’, may tend to attract interest from individuals or organisations who wish to exploit the activities to make financial gain in the form of betting and gambling.

Match fixing cuts at the heart of sport, which is based on mutually agreed rules and fair play and its conduct includes the following actions:

- deliberately determining or taking actions to remove or significantly reduce the element of chance involved in the result of a competition
- deliberate underperformance by competitors
- withdrawal from a competition for non-genuine reasons
- attempting to influence or influencing an official regarding the outcome of a competition
- an official deliberately misapplying the rules of a competition or interference with equipment
- abuse of insider information to support a bet or the making of a bet

The emergence of match fixing would present a significant threat to the integrity, value and growth of motor sport reputation.

**Damage to Sport** Match fixing is a form of deception and damages the integrity, value and growth of sport.

The threat of match-fixing is growing internationally. While there is nothing to suggest a current problem in Australian motor sport, it would be naïve to assume the sport is immune from its reach. Sport in general is widely, fervently and passionately embraced within Australia and this includes motor sport. Damage to the integrity of sport:

- damages public confidence
- undermines supporter enjoyment
- poses significant financial risks to the viability of sports identified as at risk from doping or match-fixing

**Responsibility to Keep Motor Sport ‘Clean’** It is imperative that sports governing bodies have clear rules in relation to betting and insider information in their sports and for those rules to be communicated in an effective manner which is clearly understood by participants or competitors.

Within motor sport the ultimate responsibility to keep the sport clean from match fixing lies with the governing body, CAMS, and its Affiliated Clubs and Associations.

**CAMS National Policy on Match Fixing in Motor Sport on Website** CAMS has developed a national policy on competition fixing to:

- protect and maintain the integrity of the sport
- protect against any efforts to impact improperly the result of any event
- adhere to the national policy on match fixing in sport as agreed to by Australian governments

The code of conduct contained within the Policy sets out CAMS guiding principles and rules for all persons on the issues surrounding the integrity of motor sport and betting.

A complete copy of the Policy is available on the CAMS website.



851 DANDENONG RD  
MALVERN EAST, VIC 3145  
PH 1300 883 959  
FAX (03) 9593 7700  
EMAIL [INFO@CAM.S.COM.AU](mailto:INFO@CAM.S.COM.AU)



CONFEDERATION OF AUSTRALIAN MOTOR SPORT