

Colorado State Meet

Meet Referee Responsibilities

Pre-Meet Planning:

Work with assigning official(s) to:

- Verify affiliation and make event assignments in conjunction with the SJD
- Determine judges' arrival time (30 minutes prior to march in, 45 min if doing base score)
- Verify travel arrangements of the judge's-driving/hotel (if needed)

In conjunction with Meet Director:

- Send a list of judges travel needs to the Meet Director
- Verify meet site and send to judges if needed
- Verify hotel arrangements (if needed) for judges
- Confirm judges' needs-chairs, tables, etc.
- Confirm arrangements for auxiliary personnel-timers, line judges, flashers, score tabulators, and music personal
- Make arrangements for laptop use for base score

Supplies:

- Forms-overall expense report & individual expense vouchers for judges
- Base score thumb drive and script
- NAWGJ fee schedule
- Phone number of Meet Director
- Phone numbers of officials
- Information relating to qualifying procedures
- Rules and Policies, Code of Points-what ever is applicable

On-Site (Pre-Meet):

- Verify hotel check in arrangements
- Verify the arrival of all judges
- Introduce yourself to the Meet Director and head scorer/computer person
- Verify that the sanction certificate is displayed and obtain the sanction form from the Meet Director for judges signatures
- Check to make sure that the device for playing the Base Score is in working order and cued
- Attend coaches meeting
 - ✓ Get scratches
 - ✓ Give official warning for incorrect attire (jewelry, sports bra, hair)
 - ✓ Advise coaches how inquiries will be handled, do not approach tables

Judges Meeting:

- Introduce judges
- Handout rotation sheets
- Give Scratches or additions
- Review procedures for all technical matters involving timers, linesman, score flashers, and equipment issues

- For DP Levels 6-10 and Xcel Bronze-Diamond **each** judge must flash their own Start Value. Open Scoring will be used in DP Levels 6-10 and Xcel Gold-Platinum
- Review warm-up procedures for the meet as outlined per CO SAC
- Professional protocol reminders
- Review schedule for the day, meal times, break times, etc.
- Review basis for inquiries
 - COMPULSORIES: Discuss routines with each panel-advise of any rule changes
 - OPTIONAL: Review base score with panels
 - Special requirements
 - Connection bonus
 - Newly submitted elements
 - Unusual past judging situations

During the meet:

- Gives any technical or judging information pertinent to the competition to the Meet Director or Organizing Committee for distribution
- Keep accurate record of judging time
- Judge routines periodically
- Monitor the flow of the competition
- Observe conference and may give opinion
- May council the Chief Judge when, in her/his opinion the average score and/or the score of the Chief Judge seems out of line with the scoring of the competition
- May recommend, but never force, a change of any score
- Handle inquiries
- Calls a Jury of Appeals if warranted
- Acts as the final authority in all technical matters
- Notate deduction given by Chief Judges concerning incorrect attire. She/he will then notify other Chief Judges that the deduction was taken
- Upon notification from Chief Judge, issues a warning to the coach for unsportsmanlike conduct, follow USAG coach's behavior policy in the R&P
- Calculate and Verify Expenses and have judges turn in vouchers

Post Meet:

- Make sure all judges have signed the sanction form
- Indicate any violation of the R&P on the sanction
- Will be available for 5 minutes following the last competitor's exercise to deal with questions or concerns with technical decisions and/or judges' score
- Distribute checks to judges
- Return to the Meet Director:
 - Signed sanction form
 - Copy of overall expense report & any individual vouchers and receipts
 - Verify judges' departure and transportation with Meet Director