

SPECIFIC JUDGING RESPONSIBILITIES

JUDGE'S RESPONSIBILITIES:

- Individual judges shall perform their function as a judge of the Meet according to the USA Gymnastics *Rules and Policies*, membership policies and the USA Gymnastics Code of Ethics.
- Individual judges shall be limited to judging, evaluating and scoring the competition. **Send ALL inquiring coaches to the Chief Judge.**
- Individual judges will be bound by the terms of the individual contract agreed upon for that particular meet.
- Judges are responsible, according to all appropriate laws and jurisdiction, for all financial reporting and identification of payments / reimbursements received to the appropriate agencies (i.e., IRS).
- The individual judge shall sign and return the contract to the Meet Director and contracting official.
- Bring judging supplies: judging paper, pens, pencils, etc. to meets.
- Study assigned event(s). Be prepared.
- Must evaluate the exercise correctly, fairly and quickly.
- Must determine and record the Start Value, as well as record execution and compositional deductions.
- Sign sanction form.
- Must notify coaches, verbally or visually, when there is a fault of "out of bounds."

CHIEF JUDGE RESPONSIBILITIES:

- May **not** be affiliated.
- Must evaluate each exercise correctly, fairly and quickly.
- Must determine and record the score and Start Value, as well as record execution and compositional deductions.
- Instruct auxiliary personnel at event (timers, flashers, runners, etc.).
- Keep average sheet.
- Acknowledge presentation of gymnast by use of green flag or hand signal.
- Record and deduct from the gymnast's average: time and line infractions, use of unauthorized apparatus, failure to remove board after mount, wearing hip/heel padding, failure to present, coaching/gymnast faults.
- Report incorrect meet attire to Meet Referee.
- Whenever there is a failure of the equipment during a competitive routine, the gymnast should have the option of repeating her routine in total, or repeating the routine from the point of interruption (after a reasonable

amount of rest, if necessary). The decision MUST be made prior to the flashing of the score.

- Calls a conference to review the routine, the Start Value, and the scores, and requests adjustment if the scores are out of range, according to the USA Gymnastics point range for competition.
- When conducting conference - state position first, listen for input from panel, and reach a compromise.
- Solve problems expeditiously and in confidence.
- Score changes must occur prior to scores being flashed.
- Direct questions or concerns to the Meet Referee.
- Check and sign official score sheets & sign sanction form.
- Overtime faults must be notified to the coaches verbally or visually.

MEET REFEREE RESPONSIBILITIES:

Always act in a professional manner. May be affiliated.

The information below is just a brief overview of what an MR should do. MR's set the professional tone not only for their crew but also for all of those (coaches, athletes, audience) watching us.

PRE-MEET:

- If requested, assist in conducting the draw prior to or at the coaches meeting in conjunction with the appropriate Meet Director or USA Gymnastics Officer.
- Select the Chief Judges and assign the panel judges to their respective events. **Please send your assignments to the Technical Chairperson (Chris Jackson at ceal@wutka.com) to be entered on our website, www.ganawgj.org/.** If changes need to be made subsequent to the initial posting the MR should notify Ceal of any updates, including all changes up to the day of the meet.
- Assign carpools with a designated Carpool Coordinator.
- Determine judges' report time (min.15-30min. prior to march-in) and anticipated end time.
- Verify hotel arrangements for judges and assign roommates.
- Provide directions to the host facility and hotel if applicable. Phone numbers to the host site and lodging establishment are always appreciated.
- MR's should make every effort to find out about the meal arrangements (not the specific menu!) most specifically if the host will be offering a breakfast. In this case the crew should be notified. If the host will be providing hot selections, such as breakfast casseroles containing protein, this should suffice to jump start the day. If only a cold menu of pastries

(donuts, bagels, muffins and the like) will be offered, then judges will be allowed the option of purchasing a breakfast elsewhere to claim on the expense voucher.

- Make arrangements for a television and VCR with remote control. (if needed)
- MR's should have a fully charged Cell phone available during the transportation phase until everyone arrives safely on site.
- A diligent MR might follow-up behind the Meet Director when hotel/motel arrangements have been made. Snags during check-in too often happen. Weary travelers will most appreciate it to find out the billing arrangements have been taken care of in advance.
- MR's should thoroughly review their duties and responsibilities in the Rules and Policies (insert web address) and the GA Judges' Handbook prior to the competition.

ON-SITE (PRE-MEET):

- On site duties should be attended to with courtesy and patience.
- Verify arrival of all judges.
- Introduce yourself to Meet Director and head scorer/computer person.
- Verify that the sanction certificate is displayed.
- Obtain sanction form from the Meet Director to be signed.
- Check that the TV, VCR and remote are in working order & cue tape.
- Walk-around MR's need to attend the coaches meetings and give official warning for incorrect attire and coach speaking to gymnast.
- MR's functioning as judges during the competition should inform the Meet Director of the attire/verbal cues warning and any information which should be imparted to the coaches during the coaches' meeting.
- Attend coaches meeting (when walk-around MR): get scratches, give official warning for incorrect attire, coach speaking to gymnast, advise coaches how to handle an inquiry.
- Review the official measurements of all competitive apparatus with the respective Chief Judge.

JUDGES' MEETING:

- Introduce the judges.
- Hand out rotation sheets.
- Give scratches or additions.
- Review procedures for score slips, technical matters, checking scores, march-in.
- Review meal arrangements.
- Review basis for inquiries.
- Advise of any rule changes.
- Review base score video (if necessary).

DURING MEET:

- Serves as President of the Jury of Appeal.
- Keep accurate record of judging time.
- Judge routines periodically (if not assigned to an event).
- Monitor time flow of competition.
- Observes and may give opinions during conferences.
- Is available for counsel upon the request of the Chief Judge.
- Counsels the Chief Judge if in his/her opinion, the average score and/or the score of the Chief Judge seems out of line with the scoring in the competition.
- May recommend, but never force a change of any score.
- Corrects and signs the official score sheets after any change in scores.
- Receives the official record of all master event score sheets after each has been checked and verified by the Chief Judge.
- Handles inquiries.
- Distributes and collects judging expense vouchers.
- Verify expense vouchers
- Takes the deduction of .10 each for incorrect attire and/or lack of start number (when required) from the All Around scores.
- May, with the collaboration of the Jury, remove a Chief Judge or panel judge from the competition if bias or insufficient expert knowledge can be proven.
- Applies the penalties for undisciplined or unsportsmanlike behavior of the coach:
 - a. 1st Offense: WARNING.
 - b. 2nd Offense: 0.30 deduction from the team score in team competition.
- Gives any technical or judging information pertinent to the competition to the Meet Director or Organizing Committee for distribution.
- Acts as the final authority in all technical matters involving timers, linesmen, scorers, judges, flashers and equipment.
- Will be available for a minimum of 15 minutes following the last competitor's exercise to deal with questions or concerns with the technical decisions and/or the judge's scores.
- Does not involve himself/herself with the conduct of the gymnasts during warm-up or training. Comments to the athlete should be made ONLY if requested by the coach or athlete.

POST MEET:

- Check score sheets.
- Chief judges sign score sheets.
- Have all judges sign the sanction form.
- Distribute checks to judges.

- Return to Meet Director: Signed Sanction Form, Signed copies of the score sheets,
- Signed copies of judging expense vouchers with receipts if required.
- Verify judges' departure and transportation with Meet Director.