



WOMEN'S ARTISTIC GYMNASTICS

PROGRAM MANUAL

SECTION 4 - NATIONAL COMPETITIONS - JUDGING

4.1 LIST OF WP NATIONAL LEVEL COMPETITIONS

- Elite Canada
- Canadian Championships
- Trials and Selection Activities
- Canada Games

4.2 REGULATIONS FOR JUDGES, STRUCTURE AND FUNCTIONS OF THE APPARATUS JURIES**4.2.1 The Apparatus Jury (Judges' Panels)**

- The D Judging Panel's primary responsibility is to evaluate the maximum content value of the exercise.
- The E Judging Panel's primary responsibility is to evaluate the execution faults and artistry occurring during the performance of the exercise.

4.2.2 The Apparatus Chair – (D1)

The roles and responsibilities are delineated in the F.I.G. Women's Code of Points. In Canada included with these roles and responsibilities are to:

- ensure that the score is flashed before the next athlete starts her exercise (except when otherwise prescribed due to television requirements);
- decide, after consultation with the Canadian Head Judge, whether the interruption to the exercise was caused by the athlete or coach or was due to a technical failure;
- correct the official score sheets and sign them, after an adjustment of score;
- inform the Canadian Head Judge of any required adjustment of scores, including an adjustment of score following an inquiry;
- inform the Canadian Head Judge of judging/scores related issues;
- inform the Canadian Head Judge about violations of rules related to the conduct of the athlete or of the coach according to the FIG Code and WP Code Supplement;
- report to the Canadian Head Judge, issues/problems that need to be addressed in the future;
- sit on the Competition Jury as required;
- attend the debriefing session and answer questions at the end of Elite Canada or the Canadians when requested;
- abide by all FIG or GCG rules, directives or requirements.

4.2.3 The Canadian Head Judge (and Assistant Canadian Head Judges)

- a) The roles and responsibilities are delineated in Appendix NC – J5.
- b) The responsibilities of the Canadian Head Judge may be performed by one of the Assistant Canadian Head Judges for any session of Canadian level competitions. The designation of one of the Assistants will be done jointly by the Canadian Head Judge and the Chief - Judges Assignments and Records.
- c) Exceptionally, for Trials and Selection Activities, the responsibilities of the Canadian Head Judge may be performed by one of the Brevet Judges.
- d) The appointments of the CHJ and ACHJ are made by the JDWG for a two year term commencing on July 1st.

4.2.4 The skills and experience expected of the Canadian Head Judge and of the Assistants are:

- demonstrate leadership qualities;
- demonstrate inter-personal skills;
- excellent working knowledge of the FIG Code of Points, WP Code Supplement and WP Manual;
- organizational/event management experience;
- experience in implementation and administration of rules, regulations, directives and procedures;
- experience in documentation and reporting;
- Bilingualism (English-French) is an asset.

4.2.5 The Competition Head Judge

- The roles and responsibilities are delineated in Appendix NC – J5

4.2.6 Program Director – Women's Artistic Gymnastics (PD – WAG)

The roles and responsibilities are to:

- liaise with the OC and other partners before and during the competition regarding technical/organizational matters excluding judging/judges related matters;
- liaise with the Canadian Head Judge on matters of mutual interest;
- on-site, check technical and organizational matters including the equipment, the organization parameters and the various scenarios;
- ensure a safe and proper conduct of the competition;
- determine on-site increases to safety regulations;
- chair the Competition Jury;
- enforce the rules if she witnesses an infringement;
- abide by all FIG or GCG rules, directives or requirements.

4.2.7 Judging Excellence (JEX)

- Refer to Section 10 of the WP Manual for detailed information on the mandate, terms of reference, composition, etc. of JEX.

4.3 JUDGING JURY**4.3.1 The Judging Jury is composed of:**

- the Canadian Head Judge or designate (Chair of Jury);
- D1 and D 2 when the D Score is being addressed;
- D and E Panels when the E score is being addressed;
- The timer and/or line judge may be heard at the discretion of the Jury Chair.

4.3.2 The roles and responsibilities of the Judging Jury are to:

- render a decision on a judging protest when the majority of the Judging Jury is in agreement;
- abide by all FIG or GCG rules, directives or requirements.

4.3.3 A judging protest is allowed on:

- the D Score
- the E score
- Neutral deductions

4.3.4 Judging Protest and Judging Jury

- a) The protest is discussed by the Judging Jury. Coaches should not expect justifications to cover every 0.10 p. deduction.
- b) If a protest is received for an E score, a change will occur only if it will make a significant difference.

- c) The coach making the protest, the timer and/or line judge may be heard at the discretion of the Jury Chair.
- d) The Judging Jury will attempt to reach a decision on the protest by consensus. The decision to grant or deny a judging protest is made by the Judging Jury when the Chair of the Jury is in agreement. If the Chair is not in agreement the protest will be forwarded to the Competition Jury.
- e) The rationale for the decision is communicated in writing.

4.3.5 Following a protest when a change is made to the D Score and/or E Score the following will occur:

- a) The Canadian Head Judge or Competition Head Judge will return the protest form and the protest fee to the coach. The Canadian Head Judge or the Competition Head Judge will explain the rationale for the change to the coach.
- b) The Canadian Head Judge or Competition Head Judge will inform the Chief Scorer of the change.
- c) The score will be posted (on a distinctive color paper), in one of the waiting areas at the designated location. It is the responsibility of coaches to check the designated location for any changes to scores.

4.4 COMPETITION JURY

4.4.1 The Competition Jury is composed of:

- the PD – WAG or designate (Chair of Jury);
- the Canadian Head Judge or her designate;
- the National Team Director;
- the Competition Jury may consult any other relevant personnel who may include the Competition Head Judge, the Director of the Competition/Floor Manager and/or the Apparatus Chair (D1) of the Apparatus (depending on the matter under protest or consideration).

4.4.2 The roles and responsibilities of the Competition Jury are to:

- consider rendering a decision on judging protests (see 4.3.4.c.) forwarded to them if extenuating circumstances exist;
- render a final decision on all technical protests;
- ask a panel to reconsider a D Score or an E score if the Competition Jury feels that a D/E score (protested or not) is incorrect;
- adjust a D Score or E score, if, after discussion with the D panel, a majority of the 3 Members of Competition Jury plus 2 D Panel Judges feel that the D Score or E score was not appropriate;
- arbitrate differences of opinion between GCG, the organizers, participants, representatives of the media, etc. on organizational matters;
- determine provisional rules, guidelines, procedures for situations which are not covered by the WP Manual, FIG Code of Points or WP Code Supplement;
- assist the Canadian Head Judge with matters related to behavior of athletes, coaches and judges;
- examine appeals on judging and technical protests and render a final decision;
- abide by all applicable FIG or GCG rules, directives or requirements.
- The rationale for decisions made by the Competition Jury will be communicated in writing at the time the decision is announced.

- 4.4.3** Any athlete, coach, judge penalized for improper conduct, may be heard at the discretion of the Competition Jury.
- 4.4.4** The Competition Jury will attempt to reach a decision by consensus. If it is not possible, each member will have an equal voice in the decision. A simple majority will prevail. If the decision is tied the Chair of the Competition Jury may not break the tie.

4.5 INQUIRIES (Refer to Appendix NC-J1 Summary Chart)

4.5.1 Inquiry by a Coach

- a) A coach may request information on the D score and/or E Score of his/her own athlete during the WP National level competitions listed in 4.1. This request can be made verbally to the D 1 Judge following the end of a rotation, a session or a competition provided that the judges are available.
- b) A coach may also inquire about a change to the technical organization (e.g. order of passage, warm-up procedures, etc.) with the D 1 Judge or the Competition Head Judge. Any dissatisfaction must be voiced IMMEDIATELY and addressed BEFORE the changes are carried through otherwise the coach will not have the option to protest or appeal the change later during the competition.
- c) The D 1 Judge will give a brief verbal explanation. Any further discussion should not be expected and will be at the discretion of the D 1 Judge. Response to an inquiry must not in any way delay the competition. Coaches should not expect justifications to cover every 0.10 p. deduction. In general, there will be no adjustment of score as a result of an inquiry.
- d) Improper conduct including language or body language will not be tolerated. In case of improper conduct by a coach Article 6 of the Code of Points – “Behaviour of a Coach with no direct impact on the result/performance of the gymnast/team” will be implemented by the Chair of the Competition Jury or designate. In case of improper conduct by a judge, the coach will notify the Canadian Head Judge who will address the matter.
- e) Occasionally, an inquiry can be made in writing by a coach about an athlete or a coach of another club/team to the Canadian Head Judge. The inquiry can only be on the presumption that the rules were not applied or were applied incorrectly. The inquiry must be made within the same deadlines as a protest. The inquiries will be recorded by the Canadian Head Judge for 24 months. The abuse of this procedure will lead to sanctions.

4.5.2 Inquiry by Panel Member

- a) Occasionally, a judge performing the E panel tasks may inquire in writing (note forwarded to the D 1 Judge) once the E Score has been flashed. Such inquiry about the D Score may be made verbally to the D 1 Judge at the end of a rotation as well.
- b) Occasionally, the D 1 Judge may discuss the D Score of an exercise with the E panel members if necessary before the D Score or the score is flashed or at the end of a rotation.

- c) The result of a) or b) may lead to an adjustment to the score in which case the D 1 Judge will secure the authorization of the Canadian Head Judge or her designate. The final decision to adjust a score should occur before the beginning of the next rotation and before the score sheets are sent to the scoring room as much as possible. The D 1 Judge will notify the coach immediately in writing of such adjustment. The coach will have the option to protest the new score within the usual time frame.

4.5.3 Request to Reconsider a Score by the Competition Jury

- a) The Competition Jury may request that a D Score or E score be reconsidered by the Apparatus Jury. Such a request must be handed in, in writing on the form in NC – J3 to the D 1 Judge by the Canadian Head Judge or her designate.
- b) The request will be discussed by the Apparatus Jury and the Competition Jury as soon as possible.
- c) The Competition Jury may ask a panel to reconsider a D Score or an E score if the Competition Jury feels that a D/E score (protested or not) is incorrect;
- d) The Competition Jury may adjust a D Score or E score, if, after discussion with the D panel, a majority of the 3 Members of Competition Jury plus 2 D Panel Judges feel that the D Score or E score was not appropriate;
- e) The Chair of the Jury will notify the coach immediately in writing of the adjustment if any.

4.6 PROTESTS (Refer to Appendix NC-J1 Summary Chart)

4.6.1 General Rules

- a) A coach may make a judging protest or a technical protest for his/her own athlete during the WP National level competitions listed in 4.1.
- b) A protest must be submitted in writing on the form in Appendix NC – J2 (protest) of this section:
 - Protest: form **and** fee submitted to the Canadian Head Judge, no later than 15 minutes after the completion of the rotation. In the case of the last rotation, the coach has 5 minutes after the completion of the rotation to file a protest.
- c) The protest fee is **\$40.00** per protest, i.e. per athlete, per apparatus. It must accompany the completed form in order for the protest to be considered received.
- d) The fee is returned to the coach if the protest is granted. The fee is remitted to GCG if the protest is denied.
- e) The respective Jury may at its discretion and depending on the nature of the protest:
 - use video(s) provided by the PD – WAG , GCG or designate;
 - hear the coach who submitted the protest, the timer or the line judge involved.
- f) All rules stated in 4.3 apply to protest.

4.6.2 Technical Protest to the Competition Jury

- a) A technical protest is allowed on:
- equipment failure (gymnastics or audio);
 - special occurrences related to the organization that alter the competition conditions (like order of passage / warm-up procedures);
 - deductions/penalties for athlete conduct as listed by the FIG Code or the WP Code Supplement: non-identical leotards, incorrect leotard, incorrect advertising, jewelry, padding, missing start number, non-observance of warm-up time and order, non-observance of competition order, signals, verbal commands and similar, unexcused delay or interruption of the competition, unauthorized leaving of competition area, unsportsmanlike behavior;
 - any other deductions/penalties for coach conduct as listed by the FIG Code or the WP Code Supplement: attire, unexcused delay or interruption of the competition, number of coaches on the floor, number of coaches near the apparatus, signals, verbal commands and similar, unsportsmanlike behavior;

APPENDIX NC-J 1

SUMMARY CHART FOR INQUIRY AND PROTEST

| ACTION | DONE | TO | COST | DEALT WITH BY | COMPOSED OF |
|---|---------------------------|---------------------|---------------------|--|--|
| Inquiry (request for information) | Verbally | D1 | 0 | Respective panel members on that apparatus | D and/or E panel members |
| Judging Protest (request reconsideration; disagreement with decision) | In writing on form NC –J1 | Canadian Head Judge | \$40.00 each | Judging Jury * 1 | Chair: CHJ or designate D and/or E panel members |
| Technical Protest (request reconsideration; disagreement with decision) | In writing on form NC –J1 | Canadian Head Judge | \$40.00 each | Competition Jury * 2 | Chair: PD - WAG CHJ NTD Any other appropriate personnel as needed |

* 1 Occasionally, the Chair of the Judging Jury may forward a protest to the Competition Jury if she believes that the D Score or E score are incorrect once it has been reconsidered by the panel.

* 2 Occasionally, the Competition Jury may ask a panel to reconsider a score or may, under special circumstances, modify a score.

- NTD National Team Director
- CHJ Canadian Head Judge or Assistant CHJ
- CoHJ Competition Head Judge
- PD –WAG Women's Program Director

A verbal response or any verbal explanation will be given to the same coach at every stage – inquiry or protest for a given matter. It is up to the coaches of the same club to share the information.

APPENDIX NC-J 2

PROTEST FORM - FORMULAIRE DE PROTÊT

WAG - GAF

Judging / Jugement:

Technical / Technique:

Athlete #: _____ Name / Nom: _____

Category/ie:
 N J O S

Competition: Date/Date de
Compétition:



D Score / Note D _____

E Score / Note E: _____

Coach's Rationale / Justification de l'entraîneur:

Signature: _____

Time / Temps: _____

Received by / Reçu par: _____

Time / Temps: _____

\$ inc.: _____

Accepted / Accepté:

Denied / Refusé:

Comments including rationale for decision / Commentaires incluant la justification de la décision:

Signature, Function / Fonction

Time / Temps

\$ ret.

THE COMPETITION HEAD JUDGE MUST RECEIVE A COPY OF THE COMPLETED FORM BEFORE IT IS RETURNED TO THE PERSON WHO SIGNED THE PROTEST.

LA JUGE EN CHEF DE COMPÉTITION DOIT RECEVOIR UNE COPIE DU FORMULAIRE COMPLÉTÉ AVANT D'ÊTRE RETOURNÉ À LA PERSONNE QUI A SIGNÉ LE PROTÊT.

APPENDIX NC-J 3

**REQUEST BY THE COMPETITION JURY FOR RECONSIDERATION
DEMANDE DE RECONSIDÉRATION PAR LE JURY DE COMPETITION**

D Score / Note D E Score / Note E Other / Autre

Athlete #: _____ Name / Nom: _____

Category/ie:

N J O S

Competition Date/Date de
Compétition:



Initial D Score/ Note D initiale: _____ E Score / Note E initiale: _____

Competition Jury's rationale / Justification du Jury technique:

Signature: _____

Time / Temps: _____

Received by / Reçu par: _____

Time / Temps: _____

Comments including rationale for decision of Judging Panel / Commentaires incluant la justification de la décision du Jury à l'épreuve:

Comments including rationale for final decision of Competition Jury / Commentaires incluant la justification de la décision finale du Jury Competition.

Revised D Score / Note D révisée: _____ Revised E Score / Note E révisée: _____

Signature

Function / Fonction

Time / Temps

THE PD – WAG MUST RECEIVE A COPY OF THE COMPLETED FORM BEFORE IT IS RETURNED TO THE PERSON WHO SIGNED THE APPEAL.

LA DP – GAF DOIT RECEVOIR UNE COPIE DU FORMULAIRE COMPLÉTÉ AVANT D'ÊTRE RETOURNÉ À LA PERSONNE QUI A SIGNÉ L'APPEL.

APPENDIX NC-J 4

**WOMEN'S ARTISTIC GYMNASTICS
WARNING FORM – COACHING BEHAVIOUR**

Competition: _____

Date: _____ Location: _____

Category & Session: _____

Name of Athlete or Coach: _____

Province/Club: _____

Description and consequences: _____

Canadian Head Judge: _____

(or designate)

PD – WAG : _____

(or designate)

APPENDIX NC-J 5

The Canadian Head Judge (and Assistant Canadian Head Judges)

- a) The roles and responsibilities are to:
- ensure an up-to-date list of requirements for proper conduct of judging/judges related matters is available and forwarded to the Organizing Committee (OC) at least six months before the competition;
 - liaise with the OC before a competition regarding judging/judges related matters including training of relevant people;
 - ensure up-to-date task lists for timers, line-judges, scorers, flashers and runners are available and forwarded to the OC at least four months before the competition;
 - assist with a review of floor plans, gym set-up with PD – WAG and Organizing Committee as soon as first draft is available;
 - liaise with the OC on-site with regard to judging/judges related matters, including final seating arrangement;
 - measure and verify the apparatus standards in the training gym and competition gym prior to training and competition each session
 - ensure availability of adequate judges room and necessary services on-site;
 - ensure timers, line judges and scorers know the most recent regulations and are properly trained for their functions on-site;
 - check all signal or timing devices, score sheets, judges slips, etc. on-site;
 - ensure on-site adherence to FIG Code and GCG Code Supplement and issue verbal or written warnings (following consultation with Competition Jury) to athletes, coaches and judges in case of non-adherence; maintain a record of all warnings;
 - conduct the judges meeting before each session of WP Canadian level competitions;
 - supervise the scores given to the athletes;
 - enforce the rules if she witnesses an infringement;
 - sit on the Competition Jury;
 - determine with the Competition Jury the application of deduction(s) or fine(s), in case of violation of rules or improper conduct by the athlete or coach as stated in the WP Code Supplement;
 - determine with the Competition Jury the need for and serve written warning to the athlete, coach or judge in case of violation of rules and/or improper conduct;
 - determine with the Competition Jury and apply the sanction(s) in case of violation of rules or improper conduct by the athlete, coach or judge, as stated in the WP Code Supplement;
 - remove people from the competition floor, when appropriate;
 - review the Competition Head Judge Summary reports, prepare recommendations and/or make adjustments as necessary;
 - follow-up after the competition with all judging/judges related issues that require further action;
 - abide by all FIG or GCG rules, directives or requirements.

CANADIAN HEAD JUDGE ON SITE RESPONSIBILITIES

Information related to the event

1. Competition – Meeting Room
2. Meetings
3. Social activities during the event
4. Transportation

Information related to the business of judging

5. Content of debriefing reports
6. Equipment
 - Boards
 - Extra mats
 - Other
7. Minor officials
 - Remind to review with assistants (timer, line judge)
 - Signal for end of rotation (flags, zeros)
 - Remind to flash scores and D Score to waiting area
 - Scratch: inform Comp HJ
8. Inquiries
9. Information related to the competition
 - Judges' Meetings: time (60 minutes before each session)
 - March-in (where, when)
 - Debriefing after the competition (do not stay on the floor)
 - Judges must stand when athletes march-in
 - Vault: flash 1, 2 scores or average
 - Scores flashed to waiting areas
 - E Judges must submit their score before D Score is flashed
 - D1 and D2, for their record, do a control score
 - Judging Panels
 - Assessments

Information related to the programs

10. Technique
 - Documentation in effect
 - Code Supplement
 - Competition (Comp I, II, III, IV)
 - Canadian Model
 - ❖ Forms to complete
 - Vault: How to flash vault scores (first vault, second, average)
 - Event order for Finals (sit at their event / sit in stands)
 - Warm up Procedures (UB, V)
 - Special awards
11. List of Canadian and FIG Elements

Before the meet

During training, check seating area so **athletes** know where the judges will be sitting

- Make sure that all judges know where to sit
- Training attendance: after first day, what are the obligation to go back to see additional training periods
- Measure equipment after set up in training and competition gyms
- Distribute per-diem
- Chair all meetings
- Get information on logistic of competition / liaise with the organizing committee

Before the first session

- First session: arrive early just in case forms are not ready
- Bring a vault sheet
- Check corridors on vault

During the competition

- Minor officials: check their work and take charge if problems
- Judge routines regularly to monitor stability
- Check judging time to anticipate any problems with panels
- Check each panel's dynamics
- Monitor coaches behaviour
- Judges forms: check span of deductions for each athletes on all events
- Special Awards: get information from D1 judge.

COMPETITION HEAD JUDGE ON SITE RESPONSIBILITIES

The roles and responsibilities are to:

- Take attendance at the judges' meeting
- Get and distribute competition start lists
- Get list of scratches and announce at meeting
- Overview the work of the judging panels
- Assist panels with addressing judging/scores related issues
- Monitor a situation when there is an inquiry to ensure proper conduct by judge and coach
- Consult with the Canadian Head Judge when, in her opinion, there is a problem with the scores on an apparatus

- Enforce the rules if she witnesses an infringement
- Submit protests to appropriate panel and assist in resolution
- Get score changes and confirm with official scorer. Post score changes
- Maintain a registry of protests; register outcome and manage fees (to be given to the Canadian Head Judge at the end of the competition)
- Inform the Canadian Head Judge of special occurrences
- Report to the Canadian Head Judge the infractions in her area of responsibility;
- Authorize athletes to leave the competition floor
- Report in writing to the Canadian Head Judge, issues/problems that need to be addressed in the future
- Sit on the Competition Jury as required
- Complete the Competition Head Judge report form and return it to the Canadian Head Judge
- Abide by all FIG or GCG rules, directives or requirements.

APPENDIX NC J - 6

COMPETITION HEAD JUDGE REPORT

Competition: _____

Date: _____

Category _____ **Day:** _____ **Flight** _____

Canadian Head Judge: _____

Competition Head Judge: _____

A) SCHEDULE

| Rotation | VAULT | | UNEVEN BARS | | BEAM | | FLOOR | | Rotation Time |
|----------|-------|--------|-------------|--------|-------|--------|-------|--------|---------------|
| | Start | Finish | Start | Finish | Start | Finish | Start | Finish | |
| 1 | | | | | | | | | |
| 2 | | | | | | | | | |
| 3 | | | | | | | | | |
| 4 | | | | | | | | | |
| 5 | | | | | | | | | |
| 6 | | | | | | | | | |
| 7 | | | | | | | | | |
| 8 | | | | | | | | | |

B) SCORE SPAN

| | Low | High | Comments |
|-------------|-----|------|----------|
| VAULT | | | |
| UNEVEN BARS | | | |
| BEAM | | | |
| FLOOR | | | |

APPENDIX NC-J7

**COMPETITION REPORT FORM
CANADIAN HEAD JUDGE**

Submitted to: CHJ Date: _____ By _____

Session: _____

201__ ELITE CANADA [] 201__ CANADIAN CHAMPIONSHIPS []

DATE: _____ LOCATION: _____

1. GENERAL ORGANIZATION/SCHEDULE/MINOR OFFICIALS:

Recommendations: [Please number]

- 1.
- 2.
- 3.

2. VENUE AND EQUIPMENT:

Recommendations: [Please number]

- 1.
 - 2.
 - 3.
-

3. JUDGING ISSUES [Behaviour/Rules/Program Documents]:

Recommendations: [Please number]

- 1.
- 2.
- 3.

4. SITUATIONS NOT COVERED BY CODE SUPPLEMENT OR CANADIAN MODELS:

Recommendations: [Please number]

- 1.
 - 2.
 - 3.
-

5. COACHING ISSUES:

Recommendations: [Please number]

- 1.
 - 2.
 - 3.
-

6. HOSTING:

Recommendations: [Please number]

- 1.
 - 2.
 - 3.
-

OTHER: [Please specify]

Please submit to GCG Canadian Head Judge. Thank you.