



GYMnastics
nastique
CANADA

**WOMEN'S ARTISTIC GYMNASTICS
PROGRAM MANUAL**

SECTION 9 - JUDGING

**COMPETITIONS
(SELECTION AND ASSIGNMENT OF JUDGES)**

SECTION 9 – JUDGING COMPETITIONS

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SELECTION AND ASSIGNMENT OF JUDGES: NATIONAL LEVEL COMPETITIONS

9.1 GENERAL

9.1.1 Terminology

The Women's Program welcomes people from both genders as judges. From a grammatical point of view, the use of the feminine version applies to male judges as well.

9.1.2 Guidelines for Observing Training Sessions at Competitions

Observation at training sessions is extremely valuable. The judge is able to obtain insight as to what elements, series and bonus connections will be attempted during the competitions. Each judge should:

- Observe as many training sessions as possible
- Sit with other panel members
- Actively practice judging the routines on competition floor, with other panel members
- Become familiar with current elements and proper techniques
- Look up in the Code any symbols and values they are uncertain of
- Discuss possible deductions and areas of deductions e.g. turning jumps on floor and beam, angle of turns and handstands on bars, awarding of series connections, etc.

Remember NOT to prejudge a gymnast's performance. What a gymnast does at training and during a competition is often very different.

If a judge does not fulfil her obligations for observing training sessions as determined by the Canadian Head Judge or designate, her panel assignment may be adjusted as follows:

- D-panel judge → may be moved to E-panel or replaced by another judge
- E-panel judge → may be replaced

9.1.3 Inter-Provincial Communication

Each province must submit to GCG the name of their official contact person for the purposes of Inter-Provincial judging communication. Each province should compile a list for circulation, of competitions that could incorporate judges from other provinces. Both the provincially named contact person and the list of competitions should be submitted by October 15th.

a) National Judges

- All National judges must communicate through their P/T Judging Chairperson or provincially-named designate to receive approval to officiate outside of the province/territory or at an inter-provincial competition.
- The P/T Chair or provincially-named designate must contact and go through this designated person for all inter-provincial exchanges involving provincial and national level judges.

- A list of the designated contact person in each province will be circulated to all provinces.
- For Elite Canada, National judges who have been invited to officiate must inform their P/T Judging Chairperson or provincially-named designate. If this is a self-funded opportunity, the judge wishing funding must contact the P/T designate before committing to officiate. GCG is responsible to inform the province if the NJ is selected to judge.

b) **Brevet Judges**

- Brevet Judges funded by GCG do not require P/T permission to judge at GCG competitions.
- Self-funded Brevet Judges do not require P/T permission to judge at GCG competitions. If the self-funded BJ wishes provincial funding, she must contact the P/T before committing to officiate at the competition.
- Brevet Judges must follow the same procedure outlined for National judges for inter-provincial competitions outside their home province. [*Note exception stated below]
- Brevet Judges must obtain permission from their association before they can accept an invitation to officiate at the provincial championships or trials (or similar provincial competition) of another province/territory.
- Brevet Judges must apply to GCG to officiate at domestic International competitions that are eligible for FIG sanction. If the Brevet Judge wishes provincial funding she must apply through the provincially-named designate.
- Brevet judges wishing to officiate at an International competition outside of Canada must follow the GCG sanction procedure, unless selected by GCG as a judge representing Canada.
- Brevet Judges must notify their provincial association once they have accepted to officiate at a club invitational:
 - a) With international participation not sanctioned by the FIG (low profile competition) where she/he is not assigned by GCG
 - b) Without international participation

*For domestic international competitions, a BJ assigned by GCG is automatically granted permission to officiate during the non-international sessions of the competition.

9.1.4 Judges' Children at Competitions

- The judge must have prior written permission from her province to bring a young child to a GCG competition and must inform GCG that she will be attending the competition with their child.
- The judge must be able to fulfil her judging commitments [competition, training sessions and meetings] thus necessitating some child-care arrangements.
- No judges' children will be allowed on the competition or training gym floor for an extended period of time.
- If a judge must leave the competition floor to attend to her child she must have permission from the Canadian Head Judge.
- If a judge must bring the child to a meeting she must inform the Canadian Head Judge and must ensure that the child's presence is not disruptive to the meeting. [the presence of a child at meetings will only be allowed under exceptional circumstances]
- the child may be housed with the judge in the residences provided for judges. As a courtesy the judge is responsible for notifying room-mates in advance and securing their consent. If necessary, alternate arrangements will be made on a case by case basis.

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9.2 CANADIAN CHAMPIONSHIPS - GENERAL

9.2.1 Eligibility

- a) Active Canadian BJ will be considered for the Canadian Championships. BJ assigned by the JDWG will not be part of the P/T allotment. BJ not assigned by the JDWG may be assigned by their P/T;
- b) Brevet Candidates may have their names submitted by their P/T and will not be considered part of the P/T allotment. Brevet Candidates are not however guaranteed a full assignment if they are not part of their P/T allotment. They are guaranteed enough assignments to fulfil their candidacy requirements. Brevet Candidates who are not part of their P/T allotment must declare their availability to receive additional assignments before March;
- c) NJ must have successfully completed the most recent NJ Course, and hold a minimum National 2 Level;
- d) The P/T Judging Chairperson must submit the names of their NJ, including Brevet Candidates, to the National Office by March 15th, utilizing the form in Appendix J9 – 3. [Penalty for late submission: \$25.00 per name.] A coach-judge may be assigned, if the request is made by the P/T and approval is granted by the JDWG. The coach-judge may be assessed for upgrading purposes if she is available for all assignments (as per section 9.2.2 AND 9.8 of the WAG manual). National Judges must have attended and successfully completed the most recent National Course and exam;

- e) The P/T allotment for the Canadian Championships is as follows:
 - P/T with no athletes = no judge (possible petition for 1 judge);
 - P/T with **9** or less Novice/Open athletes = **2** judges;
 - P/T with **10-13** or more Novice/Open athletes = **3** judges;
 - P/T with **14** or more Novice/Open athletes = **4** judges
 - NJ must be a minimum Level 2 or higher (a P/T may send a Level 1 NJ if the P/T does not have any Level 2, or higher, NJ).
 - Special cases will be dealt with by the JDWG

9.2.2 Attendance Commitment

CLAR

- a) All judges assigned to the Canadian Championships must be present so as to be available for all **judging meetings, briefings and competition sessions** where their presence is required, unless a prior exemption is granted by the PD-AG. If a judge does not meet these attendance requirements, there may be funding ramifications.

- b) Judges are required to attend one day of **training** at the level and apparatus they are judging. Where gymnasts from more than one level are training together, the panel goes to their first apparatus for the first session of training, and then the second apparatus for the second session so that all panel members have the opportunity to view a training session together. This requirement is in effect for all judges unless a prior exemption is granted by the PD-AG or designate.

CLAR

- c) BJ will be expected to judge all the Junior and Senior HP sessions and have one National Program assignment (panel judge, Minor Official, NJ assessment).

CLAR

- d) NJ will be expected to be available to judge all National Program sessions and may receive additional HP assignments. All judges assigned as part of the provincial allotment, will be assigned to the Novice and/or Open Team competitions where possible. They may be assigned to the HP and/or Novice/Open AA competitions at the discretion of the JDWG and may be assigned as a Minor Official.

9.2.3 Attendance Commitment

If a judge does not fulfil her obligations for observing training sessions as determined by the Canadian Head Judge or designate, her panel assignment may be adjusted as follows:

- D-panel judge → may be moved to E-panel or replaced by another judge
- E-panel judge → may be replaced

JUDGES' REGISTRAR

9.2.4 High Performance Program Assignments

- a) When possible, the HP Junior and HP Senior categories will be judged by BJ.
- b) If inadequate numbers of BJ are available to fill the panel positions, Brevet Candidates will be assigned, then National 4, National 3, etc. judges.

JUDGES' REGISTRAR

9.2.5 National Program Assignments

- a) Whenever possible there should be 3 NJ per panel in addition to the D1 judge.
- b) The Competition Head Judge should be a BJ or a high level NJ (Brevet Candidate or National 4).

- c) The D1 judge should be a high level NJ or BJ.
- d) Where possible, there should be a balance of "eastern" and "western" NJ per panel (east = Atlantics, PQ, ON; west = MB, SK, AB, BC).
- e) Where possible, there should be a maximum of 1 NJ per P/T per panel. This does not include the BJ.
- f) Each NJ should be assigned to judge a maximum of three different apparatus, preferably two apparatus.
- g) Each NJ should have a minimum of three assignments, whenever possible, with the 4th assignment given first to the Level 4, Level 3 and lastly Level 2 NJ.
- h) Whenever possible, the panels should be balanced with respect to the level of the NJ (at least 1 high, 1 medium and 1 low level NJ per panel).

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9.3 ELITE CANADA – GENERAL

9.3.1 Eligibility

- a) Active Canadian BJ will be considered for assignment to Elite Canada.
- b) If inadequate numbers of BJ are available to fill the panel positions, Brevet Candidate judges will be assigned, then National 4 judges. National Judges must have attended and successfully completed the most recent National Judging Course and exam.

9.3.2 Attendance Commitment

All judges assigned to Elite Canada must be present so as to be available for all the judging meetings, competition sessions and Judges' Briefing Session, unless a prior exemption is granted by the PD-AG. In case of non-attendance, there may be funding ramifications. Judges are required to attend one day of training at the level and apparatus they are judging. Where gymnasts from more than one level are training together, the panel goes to their first apparatus for the first session of training, and then the second apparatus for the second session so that all panel members have the opportunity to view a training session together. This requirement applies to all judges unless a prior exemption is granted by the PD-AG or designate.

CLAR

9.3.3 If a judge does not fulfil her obligations for observing training sessions as determined by the Canadian Head Judge or designate, her panel assignment may be adjusted as follows:

- D-panel judge → may be moved to E-panel or replaced by another judge
- E-panel judge → may be replaced

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9.4 CANADIAN CHAMPIONSHIPS AND ELITE CANADA –ASSIGNMENTS AND FUNDING OF BJ

9.4.1 *Identification of number of BJ needed to judge at the event:

- Canadian Championships: 24 (based on 1 Canadian Head Judge, 1 Competition Head Judge, 22 panel judges (V=4, UB, BB, FX = 6 each).
- Elite Canada: minimum 18 (based on 1 Canadian Head Judge, 1 Competition Head Judge, 16 panel judges (4 per apparatus) but preferably 24 as for the Canadian Championships.

* **Number of funded judges may be adjusted on an event by event basis, depending on program priorities and funding.**

9.4.2 Principles for Assignment (funded)

a) Automatic funded assignments:

- Canadian Head Judge (1) (or designate)
- Profile 1 judges
- Profile 2 judges

b) There are additional funded assignments for Profile 3 judges for Elite Canada and the Canadian Championships. Brevet Judges not funded by GCG are eligible to self-fund to all Canadian Championships and Elite Canada competitions

Profile 3 Brevet judges will be funded, should higher profile BJ's be unavailable, on a rotating basis. Rotation will take into consideration rank, proximity and number of funded opportunities. Every effort will be taken to ensure an equal number of Profile 3 funded [replacement] assignments in each quad provided that:

- The judge has not declined an assignment.
- The judge is in line to meet or exceed their maintenance requirements.

c) Assignment declined

- If a Profile 3 judge declines a funded assignment, she will be considered as having been offered a funded assignment unless there are exceptional reasons.
- If a judge declines a funded assignment, she will NOT automatically receive a replacement assignment even if it affects the number of assignments over the period.
- Declining to attend Elite Canada or Canadian Championships as a self-funded BJ will not affect future funded assignments.

d) Replacement assignment

There is a replacement assignment when the reserve judge is funded to a competition as the replacement for a judge who declined. A replacement assignment counts as a funded assignment and cancels the priority for the next competition.

- e) Cancellation of attendance once the airline/train/bus ticket is issued

The judge will be considered as having had a funded assignment. She may or may not receive another assignment depending on her status in the period. For the next funded assignment, the judge is responsible for her own transportation. She may access any valid credit (for the unused airline/train/bus ticket) under her name.

PD-AG 9.5 TRIALS AND SELECTION COMPETITIONS

- a) Active Canadian BJ will be assigned for trials. Priority will be given to the judges assigned to the competition for which the trials are being held.
- b) Priority will then be by level and profile, starting with 1A judges

Attendance Commitment

All judges assigned to trials must be present so as to be available for all the judging meetings and competition sessions.

PD-AG 9.6 CANADA GAMES

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9.6.1 Eligibility

- a) Generally the philosophy is to provide a judging opportunity for NJ, Brevet Candidate judges and Brevet Judges while at the same time ensuring a high standard of judging expertise.
- b) NJ must hold a minimum National 2 level and must have attended and successfully completed the most recent National Judging Course and exam.
- c) The P/T Judging Chairperson must submit the names of their NJ and Brevet Candidate judges to the National Office by the specified deadline. A P/T which does not have a sufficient number of National judges may submit the name of a Brevet Judge.
- d) A Brevet Judge must have fulfilled 100% of their attendance requirement at a minimum of one of the most recent Canadian Championships and/or Elite Canada in order to be eligible to judge at the Canada Winter Games.

9.6.2 Attendance Commitment

Judges assigned to the Canada Games must be present so as to be available for all judging meetings including the Judges' Briefing Session, and competition sessions, unless a prior exemption is granted by the PD-AG. In this case, there may be funding ramifications. Judges must also be present for a minimum of one full training day unless a prior exemption is granted by the PD-AG or designate.

9.6.3 Competition Direction

The competition direction will be provided by the PD-AG, the Canadian Head Judge and the Competition Head Judge. The JDWG will name a Canadian Head Judge. The PD-AG will appoint a designate if he/she is not available. The Competition Head Judge will be appointed for each competition session from the pool of available E-panel judges by the Judges' Registrar.

9.6.4 Apparatus Head Judges [D1]

MOD

The JDWG will assign 9 BJ: CHJ + 8 from any profile; with priority to Profile 2B, then 2A, then 1. From this pool, the D1 and D2 judges will be assigned

9.6.5 Panel Judges

NEW

- a) Panels of 4 judges for Vault; panels of 6 judges for each of Uneven Bars, Balance Beam, and Floor. The remaining judges will be assigned at the discretion of the Judges Registrar to assist with other judging functions.
- 2 Brevets per panel, total of 8
 - 1 National Judge (minimum N2) per province, total of 12 [minimum]
 - a province may send a Level 1 NJ if the P/T does not have any Level 2, or higher, NJ
 - If there are still judging panel positions open, [after each province has named a National 2, or higher level judge] a draw will take place to determine which province is entitled to select a second NJ
 - The province may choose to select a BC, or BJ instead of a NJ
 - Provinces with more than 2 non-Brevet judges will be drawn in order for line judge positions, starting with provinces with 4 judges, then 3, then 2, etc. Once a province has had a line judge assignment, then they are not included in the draw for the next competition line judge assignment for those games

Special cases will be dealt with by the JDWG

- b) The following basic principles should be followed for the panel assignments, **where possible**:
- There should be 2 "eastern" and 2 "western" NJ per panel (east = Atlantic, PQ, ON; west = MB, SK, AB, BC).
 - There should be a maximum of 1 NJ per P/T per panel. This does not include the BJ or the Brevet Candidate judge
 - Each Brevet Candidate judge and NJ should be assigned to judge at most two different apparatus, where possible
 - Each Brevet Candidate judge should have a minimum of two assignments. Each NJ should have a minimum of two assignments whenever possible, with the 3rd assignment given first to the Brevet Candidate, then the Level 4, then the Level 3, and lastly Level 2 NJ.
 - Whenever possible, the panels should be balanced with respect to the level of the NJ (at least 1 high, 1 medium and 1 low level NJ per panel).

9.7 INTERNATIONAL ASSIGNMENTS

- a) Sufficient Notice: (Reply to a judging assignment):
 - Brevet Judges must confirm in writing their availability within one week of receiving written notification about the assignment and about the amount of self-funding required, when applicable
 - Failure to respond in writing within one week will be considered as a “non-available” reply.
- b) Unavailable/unable to attend:
 - A Brevet Judge who declines an assignment offered to her more than 60 days before the departure date is considered unable to attend and this will not count against him/her ;
 - A judge who declines an assignment offered to her at least 60 days before the departure date is considered unavailable. This will be noted on her record.

If the notice period is less than 60 days, then the International Assignments Working Group will determine a reasonable period for a judge to confirm or decline her assignment.

The above applies unless there are exceptional circumstances as determined by the International Assignments Working Group.

- c) A **National Judge** is not eligible for inter-nations international competitions where all participants are representing their national federations. At other international competitions, the PT Judging Chairperson must submit the names of judges wishing to judge internationally to the PD-AG for approval at least 6 weeks in advance of the event.

9.7.1 Responsibility

MOD

- a) The International Assignments Working Group, [IAWG] a sub-committee of the JDWG, is responsible for international assignments which are made according to the NT and HP Program objectives and the established selection criteria and principles. Assignments will be confirmed following consultation with the PD-AG and NTD.
- b) BJ who are selected for international competitions must confirm their availability as per the established procedures.

NEW

- c) All judges (GCG or self-funded), when travelling with an official Canadian delegation, or with a Canadian provincial or club team, are considered to be representing Canada. They are not required to submit an official competition report, but are expected to communicate any important updates to the PD-AG

NEW

- d) All judges (GCG or self-funded), when travelling with a Canadian delegation, are expected to attend all training and team functions at the discretion of the Head of Delegation. If a judge is accompanying a club as well as the delegation from Canada, the above expectations still apply. In general, judges are expected to attend all official trainings and podium training in addition to all official judges meetings and/or functions.

NEW

All judges are expected to be familiar with, and abide by the GCG Policies and Procedures and Code of Ethics and Conduct. (see GCG website)

- NEW** e) Judges who have a role on a GCG recognized international committee will be assigned in a judging or supervisory role to competitions under the jurisdiction of that committee, where possible.

MOD **9.7.2 Guidelines and Direction for Competition Assignments by Profile**

- a) Profile 1A: Major competitions (World Championships and Olympic Games). Profile 1A judges have priority over other Brevet judges for assignment to the World Championships and Olympic Games and the highest profile individual Senior competitions. They may also be assigned to the Commonwealth and Pan American Games and the Senior Pacific Rim Championships. They are assigned to the FIG Intercontinental course.

A Profile 1A in their second or third cycle due to their attainment of FIG Category 1 will not have priority over the new Profile 1A for assignment to World Championships and Olympic Games.

- MOD** b) Profile 1B: The 1B cell allows the judge who has just left 1A to be eligible for the Intercontinental Course. The judge in 1B is no longer in the upward mobility stream but if she earns Category 1 would then become the responsibility of FIG.

A Profile 1B judge will have priority over the Profile 3 judges for all World Cup competitions as well as for the main international individual competitions when a Profile 1A or Profile 2A judge is not available. Priority over a Profile 2B judge will be done on a case-by-case basis for these competitions.

A Profile 1B judge does not have priority over the Profile 2 judges for the Pacific Rim Championships.

A Profile 1B judge may be assigned to the Junior or Senior Pan American Championships if no P2 judge is available.

The Commonwealth or Pan American Games are essential competitions for the development of the Profile 2A judges. A profile 1B judge will not be assigned to these competitions unless there is a need for a last minute replacement and no Profile 1 or 2 judge is available.

A Profile 1B judge may be assigned to the other international competitions not mentioned so far if no judge with the appropriate profile is available.

A Profile 1B judge will have access to the competitions offered to Profile 3 judges on a self-funded basis. She will not automatically have priority over them.

NEW

- c) Profile 1C: Profile 1C judges may be assigned to individual competitions and, in special circumstances, to team competitions. They are not assigned to the FIG Intercontinental Course. The Commonwealth or Pan American Games are essential competitions for the development of the Profile 2A judges. Therefore a Profile 1C judge will not be assigned to these competitions unless there is a need for a last minute replacement and no Profile 1 or 2 judge is available. A Profile 1C judge may be assigned to the other international competitions not mentioned so far if no judge with the appropriate profile is available. Profile 1C are judges no longer eligible for the Intercontinental Course or World Championships.

A Profile 1C judge will have access to the competitions offered to Profile 3 judges on a self-funded basis. She will not automatically have priority over them.

- d) Profile 2: The top ranked judges according to the results of the selection process will be assigned in priority over the remaining P2 judges to the following major Team competitions: Pan American Games, Commonwealth Games, Pacific Rim Championships and Senior Team dual meets. Their specific profile is called Profile 2A. They may also be assigned to high profile individual competitions. They are not assigned to the FIG Intercontinental Course unless the number of 1A judges available is lower than the maximum allowed by FIG. The priority within the cluster is based on the rank following the completion of the most recent P2 selection process.

The remaining P2 judges may be assigned to the FISU Games, Junior Pan American Championships, Junior Pacific Alliance Championships and Junior Team dual meets as well as lower profile individual competitions. Their specific profile will be named Profile 2B. The priority within the cluster is based on the rank following completion of the most recent P2 selection process.

The International Assignment Working Group will ensure that each Profile 1 and 2 judge has enough competitions to meet the FIG requirements provided that they have not declined an assignment. This may include an assignment to an international competition in Canada.

NEW

Efforts will be made to assign new or inexperienced Profile 2 judges to competitions along with more experienced Profile 1 and 2 judges, in order to provide a mentoring opportunity.

- e) Profile 3 judges: Those Profile 3 judges having completed the most recent P2 selection process will maintain their order of ranking for a Profile 2 vacancy should it arise. This P2 'alternate' ranking order has no impact on their Profile 3 status.

There is no seniority in Profile 3, but a ranking based on results of the most recent FIG National course in Canada. P3 judges are eligible for funded or self-funded GCG International assignments when Profile 1 or 2 judges are not available. P3 judges who previously held P2 or P1 or have applied for Profile 2 do not have seniority or higher ranking than the remaining Profile 3 judges.

The following factors will be taken into consideration:

- Rotation order within a cluster;
- Number of assignments so far in cycle, in previous year;
- Length of time since last assignment;
- Geographical location of previous assignments;
- Type/profile of competition for previous assignments;
- General availability;
- Previous cancelled assignments.

NEW

- f) Opportunities for FIG Line or Time assignments at International Competitions in Canada: Positions available will be assigned in order to the highest ranking Profile judges available, taking into account the judges' requirements for maintaining or upgrading FIG categories. Where there are judges of equal merit available, a draw will take place to determine the assignment. All available positions will be on a self-funded basis.

9.7.3 Neutral Judge Request Policy

- a) When a request for a neutral judge, FIG request for D1 or reference judge comes to the GCG, the PD-AG will determine if the invitation should be accepted.
- b) If the request is accepted, the assigned judge will have this assignment listed among her assignments for that year.
- c) If the invitation is not for a specific Brevet judge, the PD-AG will assign the Brevet judge in consultation with the IAWG.
- d) The PD-AG will determine, by competition, the type of report required, and provide the judge with the details as well as any objectives that should be met or accomplished.

9.7.4 SELECTION AND ASSIGNMENT OF JUDGES TO DOMESTIC INTERNATIONAL COMPETITIONS

For international competitions in Canada that are eligible for FIG sanction, the GCG Women's Program has accountability for the judging panels.

Judges must apply to GCG to be eligible to judge at these competitions. Funding is the responsibility of the individual. If provincial funding is desired, the judge must apply to the P/T contact. GCG will notify the province of the list of approved judges.

The GCG Judges' Registrar will liaise closely with the Host Organizing Committee to accommodate the needs of local judges and existing policies in place governing their participation.

The GCG Judges' Registrar will set the judging panels and assign the Competition Head Judge taking into account the following:

- Needs of the National Team Program
- Needs of individual judges in correlation to their GCG profile and FIG category
- Level of the competitive athletes
- Number and level of foreign judges; based on number of athletes - up to 40% of panel positions

- Balance of panels with respect to level of judges, proximity, local vs. out-of province judges
- National and Provincial components of the competition are under the jurisdiction of the Host/Province

NEW

The D-Panel judges are expected to attend podium training, where possible. Other judges are welcome to attend.

9.7.5 SELECTION AND ASSIGNMENT OF JUDGES TO AN INTERNATIONAL COMPETITION SUPPORTED BY A HP CLUB (REFER TO SECTION 5.3 OF THE WAG MANUAL)

The assignment / selection process of judges to a GCG International competition that is picked up by a HP club is as follows:

- An available BJ has priority over a Brevet candidate
- If there is no BJ available, a Brevet candidate may be assigned
- The assignment is done by the PD-AG after consulting the judge(s), the club and/or the P/T
- The BJ or Brevet candidate is either self-funded or funded by the club and/or P/T.

9.8 FUNDING TO NATIONAL COMPETITIONS

- a) Funded BJ:
 - The Canadian Head Judge and the current Profile 1 and Profile 2 BJ's will be funded by the WAG to EC, CC.
 - A specific number of BJ will be funded to EC, CC and trials by the PD-AG.
- b) Self-funding - BJ:
 - BJ can fund themselves to EC and CC and will receive full benefit for officiating at these activities.
 - However, the JDWG will determine the maximum number of additional BJ accepted, to ensure a quality opportunity for participating judges
 - BJ must offer 100% availability from the time they arrive to the time they leave as approved at the time of the assignment
 - The judges funded by GCG will have priority over the judges who fund themselves.
 - A self-funded BJ may be assigned;
 - As a panel judge
 - As a line or time judge
 - As an assessor
 - As an assistant for data gathering.
- c) Funding for NJ:
 - The P/T and/or individual judge is responsible for funding National level judges.

9.9 GUIDELINES FOR ABSENCES AND LATE ARRIVALS (Competitions)

- a) Notice of absence or late arrival
- It is the individual judge's responsibility to provide notification in cases of absence or late arrival at a competition or competition phase.
 - The judge must notify as soon as possible the Judges' Registrar and/or the Program Director.
 - If it is not possible to provide notification, as outlined above, because the competition is about to commence or has commenced then notification must be provided to the Technical Chair or the Judging Liaison of that competition.

b) Initial Notice

If a judge will be absent from or will be late for a competition or competition phase, the following information constitutes the initial notice and must be provided by the respective judge or designate to the contact person:

- Competition phase(s) not available or
- Anticipated time of arrival;
- Reason for absence or late arrival; and
- Contact information i.e. telephone number must be provided.

c) Formal Record of Notice

Within 7 days of the submission of the initial notice, the individual judge shall provide to the PD-AG written notice of the absence or late arrival along with the appropriate documents eg. Medical certificate, airline ticket.

d) Re-assignment of Judging Responsibilities

- i) If the Competition Head Judge has not arrived at the judge's meeting at the stated time, the Canadian Head Judge or designate, in consultation with the Judges' Registrar will name an alternate.
- ii) If a D1 has not arrived at the commencement of the judges' meeting, the D2 will assume the D1's duties and the D1 may be assigned to the E panel.
- iii) Thirty minutes prior to the commencement of the competition, any judge who has not arrived at the meeting will be replaced if a suitable replacement is readily available.
- iv) If a panel has less than four judges 15 minutes prior to the start of the competition, the Canadian Head Judge will assign a replacement judge.
- v) A judge who arrives less than 15 minutes prior to the commencement of the competition will not judge that competition session unless it was not possible to assign a replacement judge.
- vi) If a panel is reduced to three judges, the competition will run with such a number of judges if the 30 second per gymnast timed warm-up has begun prior to the arrival of a judge. The Competition Head Judge, in consultation with the Competition Director, has the authority to delay the official 30 second warm-up if she feels it is in the best interest of the gymnasts.

- vii) A written record of the circumstances shall be forwarded by the Canadian Head Judge or designate and the Judges' Registrar to the JDWG.

**JUDGES'
REGISTRAR**

9.10 DATA GATHERING PROCEDURES

a) BREVET JUDGES RECORDS

Brevet judges are responsible to send correct information to the appropriate record keeper [P/T and/or GCG]:

- P/T declaration of activity [Appendix J9 - 5]
- Brevet Judges Competition Record form [Appendix J7 - 1]

Attendance at all Provincial, National and International competitions; meetings, workshops, training camps, etc. should all be recorded on the Brevet Judges Competition Record form.

b) NATIONAL JUDGES RECORDS

National Judges are responsible to send correct information to the appropriate record keeper [P/T and/or GCG]. Refer to P/T Chairperson responsibilities. [Appendix J8 – 7].

APPENDIX J9 - 1

APPLICATION FOR WAG APPROVED COMPETITIONS

To be completed by Judging Chairperson of P/T where competition will be held and to be submitted by: **November 1st.**

Submitted by: _____ Province: _____ Date: _____
(P/T Judging Chairperson)

A) GENERAL INFORMATION ABOUT THE COMPETITION

1. Name of competition: _____
2. Location (site): _____
3. City: _____
4. Date of competition: _____
5. P/T or countries participating: _____

6. Format: [competition I, II, III or IV]

B) COMPETITORS

1. Probable number: _____
2. Calibre: _____

C) RULES AND REGULATIONS

Meet should follow FIG or WAG rules. If there are any exceptions, explain what they are:

Submit to: GCG National Office

APPENDIX J9 - 2

REPORT FORM FOR GCG APPROVED COMPETITIONS

(to be returned to the GCG office by June 30th)

General Information Report

Name of event: _____ Date of Competition: _____

Location: _____

RULES:

Indicate number of athletes competing at:

FIG/GCG National Rules: _____

Pre-FIG Rules : _____

Other (indicate):

Participants (P/T, countries, clubs): _____

PANELS:

Please attach a copy; indicating judges' names, province, country, level for each event and each session.

SUBMITTED BY: _____ DATE: _____

APPENDIX J9 – 3

P/T APPLICATION FOR ASSIGNMENT OF NJ TO CANADIAN CHAMPIONSHIPS

PROVINCE: _____ JUDGING CHAIRPERSON: _____

NAME OF JUDGE	CURRENT LEVEL	ASSESSMENT REQUIRED ? Yes/No; maintain; upgrade
1.		
2.		
3.		
Alt.		

Submit to JUDGES' REGISTRAR, c/o GCG NATIONAL OFFICE, by

MARCH 15

Penalty for late submission: \$25.00 per name

APPENDIX J9 - 4

NATIONAL JUDGES COMPETITION RECORD FORM

MOD

National Eligible, National 1 to National 4 judges must have judged a minimum of 80 routines (total) within the competitive season, which may be fulfilled as follows:

- 80 routines must be judged over a minimum of 3 different competition flights
- One competition may count a maximum of 2 flights
- 2 vaults will be considered the equivalent of 1 routine
- The competition must be judged according to the following rules:
 - 40 routines - FIG or GCG national level rules (minimum)*
 - 40 routines – Pre-FIG [minimum CPP Level 5]*
- Each competition must be approved by GCG.

This requirement must be met **excluding** Canadian Championships
Special cases may be considered on written submission to the JDWG.

Example: Western Canadians is considered 1 competition.

- o 2 Flights meeting minimum rule requirements may be counted
- o 1 additional flight from another approved competition must be judged to yield a total of 80 routines judged.

The P/T Judging Chairperson is to maintain a record of the competitions for each NEJ and NJ judge in her P/T each year. The name of the competition, the event(s) judged, and the number of routines judged must be recorded; and the completion of assessments indicated. Information regarding GCG approved competitions should also be recorded.

This can be done either using the attached form or, the information can be copied directly onto the individual record form for each NJ and then returned to the GCG office.

THE COMPLETED LIST MUST BE RETURNED TO THE GCG NATIONAL OFFICE BY JUNE 30TH.

Penalty for late submission: \$5.00 per judge, payable at the time of late submission.

*Refer to 8.11.3 and 8.12.2 for exceptions.

APPENDIX J9 – 4 PAGE 2

NATIONAL JUDGES COMPETITION RECORD FORM

PROVINCE: _____ SUBMITTED BY: _____ DATE : _____

Judges maintaining or upgrading and events

Use the following letter system: V = Vault

= number of routines

B = Beam

U = Bars

X = Floor

M = Maintain

Q = Upgrade

F = FIG/GCG Rules S = Pre-FIG Rules

JUDGE	LEVEL	COMPETITION 1		COMPETITION 2		COMPETITION 3, 4 ETC.	TOTAL ROUTINES F / S / Total	Assessment Completed
		FLIGHT 1	FLIGHT 2	FLIGHT 1	FLIGHT 2			
E.G. SUSIE SMITH - M	N2.1	Westerns X #25 F	Westerns B # 15 S	Gymnix U # 31 F	Gymnix V # 44/22 F		F = 78 / S = 15 Total 93	√ - M; 87%

Vault - 2 vaults = 1 routine

Pre-FIG = minimum CPP Level 5

DEADLINE: JUNE 30 to GCG National Office

Penalty for late submission: \$5.00 per judge

APPENDIX J9 - 5
BREVET JUDGE'S ACTIVITY RECORD
 (to be submitted by the P/T Judging Chairperson)

Each year, a Brevet Judge must be declared active by her province.

Definition of Active Brevet Judge:

- Participate in, or conduct a P/T clinic, conduct a P/T judges' course and judge a minimum of two (2) provincially sanctioned competitions within the P/T **OR**
- Judge a minimum of three (3) provincially sanctioned competitions within the P/T

PROVINCE: _____

P/T JUDGING CHAIRPERSON: _____

NAME OF BREVET JUDGE	PROVINCIAL MEET #1	PROVINCIAL MEET #2	PROVINCIAL MEET #3 OR PROVINCIAL CLINIC/COURSE

For each competition: list date, level, location.

For each clinic/course: list date, level, location, and indicate if the BJ was a participant or conductor

Return by June 30 to GCG National Office

APPENDIX J9 – 6

P/T CHAIRPERSONS – ROLES AND RESPONSIBILITIES

The P/T Chairperson is selected by each province and the name sent to GCG by June 30th of each competitive season.

- Act as the official liaison between the National Judges representative on the JDWG and all the judges in her province.
- Attend the P/T Chairperson meeting held annually. [usually in conjunction with a National or International level competition] During this time each chairperson will present a verbal and submit a written report on the status of judging in their province, as well as provide input on key judging issues.
- Provide timely feedback to any questions or surveys requested by the JDWG.
- Submit annually the updated record of all National and Brevet judges active in the province. The records should include the total numbers of all active judges [Provincial, National, Brevet) in the province complete with accurate contact information.
- Submit application for GCG Approved competitions, reports on Approved competitions and provide all appropriate paperwork for assessments to GCG.
- Submit name of Provincial Assessment Coordinator and arrange for required assessments for judges in the province
- Submit competitions/routines records for all NJ in her province and record of Activity for all BJ in her province at the conclusion of each competitive season.
- Coordinate and submit all applications and Reports for National Eligible judges, Fast Tracking Judges and Brevet Candidates to GCG.
- Coordinate and submit names of judges for Canadian Championships and Canada Games.
- Coordinate hosting and scheduling of National Judges' Courses.

SUBMISSION DEADLINES SUMMARY:***Annually:***

DEADLINE	ITEM
September 1	National Eligible judge application form [Appendix J8 – 2] [J8 – 1]
September 1	National Judge Fast Tracking application form
October 15	WAG's Judges List – updated contact information and judging level
October 15	Provincial contact person for inter-provincial communication and list of competitions possible for participation by out-of-province judges
October 15	Provincial Assessment Coordinator
November 1	Application for WAG Approved Competition [J9 – 1]
December 1	Submit number of active judges in the province
March 15	Application for assignment of NJ to Canadian Championships [J9 – 3]
June 30	National Judges Competition Record Form [J9 – 4]
June 30	National Judge Fast Tracking Report
June 30	Report Form for GCG Approved Competition [J9 – 2]
June 30	Brevet Judge's Activity Record [J9 – 5]

According to Eligibility Period in the Cycle:

- October 15 - Brevet Candidate application form [J8 – 4]