



# Women's Artistic Gymnastics Program Manual

**SECTION 3 – CANADIAN JUDGING SYSTEM  
(FINAL - JANUARY 2020)**

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## 1. WAG JUDGING – GENERALITIES

**Gender used in this section:** The Women’s Program welcomes individuals from all genders as judges. From a grammatical point of view, the use of the feminine version applies to all judges.  
**D1/Apparatus Chief Judge:** The term “D1” will be used throughout this document to refer to the judge in charge of an apparatus, whether in the FIG or JO program.

### **Abbreviations:**

PSO – Provincial Sport Organization  
CPE – Continuing Professional Education  
CC – Canadian Championships  
EC – Elite Canada  
HP – High Performance

The purpose of the Canadian Judging System is to develop competent judges through a fair and comprehensive system within which judges may develop, demonstrate their commitment and contribute to the athlete support team.

As part of this support team, all judges play an integral role in evaluating routines and assisting athletes at all levels to reach their performance objectives. Furthermore, FIG Brevet judges play an integral role in assisting the National Team athletes in reaching their performance objectives internationally, including the qualification of a team to the Olympic Games.

### 1.1 PURPOSE

#### **Objectives:**

- **DEFINITION:** Ensure judges have a clear understanding and appreciation of their role and the impact of their role on the success of the athletes
- **EDUCATION:** Provide ongoing learning opportunities as appropriate to the needs of the judge
- **APPLICATION:** Provide access to opportunities for judges to apply their education and skills appropriate to the judge’s level corresponding to the needs of the program
- **RECOGNITION** of judging contributions at all levels including club, provincial, training camps, volunteer program development, and National and International competitions through a variety of goals including those outlined below:

#### **Goals:**

- Provide training/educational/mentoring opportunities in the following areas: (tools, direction) - stress management skills, problem solving skills, interpersonal skills, providing appropriate feedback to coaches and athletes
- Awareness and access to additional areas of professional development such as Risk Management, Respect in Sport program, Responsible Coaching Movement (CAC)

**National and Provincial level judges:**

- Meet minimum JO and CJO exam standards
- Ensure judges are well educated and kept up to date with current CJO rules and interpretations

**Brevet judges:**

- Meet minimum FIG exam standards
- Ensure Brevet judges are well educated and kept up to date with the current FIG rules, interpretations and International Trends

**Program Components:**

- Courses/clinics
- Workshops and personal development that provide access to information from national and international resources including FIG Intercontinental Course, FIG International courses, FIG Judges' Briefing presentations at major FIG events, JO presentations and updates
- Assignments, both domestic – club, provincial and national - and International (Brevet Judges), that provide the opportunity to both enhance the individual judge's experience but also the national reputation of all judges and international reputation of Canadian Brevet Judges.

## 1.2 INTER-PROVINCIAL COMMUNICATION

Each province must submit to GYM CAN 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.

- National judges must communicate through their PSO Judging Chairperson to receive approval to officiate outside of the province/territory or at an inter-provincial competition at a non-GYM CAN event.
- The PSO Judging Chairs must also contact each other to plan and organize inter-provincial exchanges involving judges.
- National judges who wish to receive provincial funding must contact their PSO before accepting a judging assignment.

## 2. CANADIAN NATIONAL JUDGES SYSTEM OVERVIEW

### 2.1 OVERVIEW

Responsibility	PROVINCIAL JUDGES SYSTEM Under Provincial jurisdiction			CANADIAN JUDGES SYSTEM Under GYMCAN jurisdiction			CANADIAN AND FIG SYSTEM
Level	JO 5	JO 6-8	JO 9-10	National JO 10	National High Performance	Brevet Candidate	Brevet
<b>PSO Requirements</b>	Must meet PSO eligibility and maintenance requirements						
<b>GYMCAN Requirements</b>				Must meet GYMCAN eligibility requirements			
<b>FIG Requirements</b>							Must meet FIG eligibility requirements
<b>Min Age</b>	15 years old Recommended			21 years old Mandatory			
<b>Exam JO</b>	Must successfully complete the JO 5 course and exam	Must successfully complete the JO 6-8 course and exam	Must successfully complete JO 9-10 Course & Exam	Must successfully complete the GYMCAN JO 10 Course & Exam	Must successfully complete the GYMCAN JO 10 Course & Exam	Must successfully complete the GYMCAN JO 10 Course & Exam	Must attend a JO Course if they want to judge JO.
<b>Additional requirements, Exam</b>			Must complete one year at JO10 to be eligible to enter the National judges system	Must complete an educational assessment upon entry and have completed 1 complete year at level 10 in the province	Must successfully complete the GYMCAN HP Course & Exam	Must submit application and follow the Brevet Candidate requirements	Must successfully complete the FIG Course and exam
<b>CPE (must include a clinic every year)</b>	12 hours (recommended)	12 hours (recommended)	16 hours (recommended)	16 hours mandatory	16 hours mandatory	16 hours mandatory	16 hours mandatory
<b>Eligible to judge</b>	JO 1-5	JO 6-8 Aspire	JO 6-10 Aspire	JO 6-10 Aspire	JO 6-10 Aspire FIG	JO 6-10 Aspire FIG	FIG

\* **Eligible to judge:** Judges are “certified” to judge at the level indicated above, meaning that they have successfully completed the evaluation process for that particular level. However, in reality, judges will most likely be asked to judge other levels at competitions. It is up to each PSO to impose restrictions as they see appropriate.

\*\* **Continuing Professional Education credits (CPE)** – All judges are required to take CPE credits every year, which must include a clinic. For more information about CPE (including the definition of “clinic”), see section 3.2 in this document.

## 2.2 GENERALITIES

- a) A judge can earn a rating as a gymnastics official through a series of exams, both Written and Practical. Judges must successfully take the exams associated with the level they want to achieve, and they hold the level of their highest successful exam.
- b) Once a level is achieved, the judge is certified at that rating for the remainder of the cycle. The cycle ends when the Code of Point is changed. The cycle are as follows:
  - JO Compulsory – valid until 2021
  - JO Optional – valid until 2022
  - FIG – valid until 2021
- c) The course material and exams are provided by Gymnastics Canada. The JO and HP judging courses are administered and delivered by each PSO.
- d) The Brevet judging courses are administered and delivered by the FIG, once per cycle.
- e) It is recommended that each year, judges complete Continuing Professional Education (CPE) credits. CPE activities are organized and approved by the PSOs. The number of CPE hours for Provincial CJO Judges are at the discretion of each PSO, except for the National JO 10 and National HP levels. At those 2 levels, every judge must complete 16 hours of CPE each year. In their annual report, the PSO Judging Chairs must submit to the GYM CAN registrar the list and number of hours of CPE activities completed by these judges.
- f) In order to officiate at Canadian Junior Olympic events, judges must have knowledge of the rules and regulations included in the following publications (and addendums):
  - USA Gymnastics Junior Olympic Compulsory Book
  - USA Gymnastics Junior Olympic Code of Points
  - Canadian Junior Olympic Program
  - Current PSO and GYM CAN Women's Technical Rules
- g) In order to officiate at HP events, judges must have knowledge of the rules and regulations included in the following publications:
  - FIG Code of Points
  - FIG updates published by the FIG Technical Committee
  - Current FIG Technical Regulations (for International Competitions)
  - Canadian High Performance Program

## 2.3 JUDGES ELIGIBILITY

All judges (provincial, national and Brevet) must:

- Be duly registered member with their Provincial/Territorial Sport Organisation (PSO) based on their province of residence unless a special dispensation has been given by the JDWG.
- Meet the provincial SafeSport requirements, or, if attending a national event, the GYM CAN SafeSport requirements
- Abide by GymCan policies and procedures

- Be recognized as an “active judge” by their province
- Have successfully completed the evaluation process for their level (course, exam, assessments)
- Complete the required number of CPE activities according to their level each year

PSO may have additional requirements for their judges.

### 2.3.1 DEFINITION OF ACTIVE JUDGE

The definition of an active National Judge, at the Provincial level, within one year:

- Participate in any capacity in PSO clinics, judging courses or any continuing professional education activities
- Judge the minimum number of sessions as required by their PSO
- Judge the minimum number of routines/sessions at the level required for her national category.

The definition of an active Brevet Judge, at the Provincial level, within one year:

- Participate in any capacity in P/T clinics, judging courses or any continuing professional education (CPE) activities.
- Judge a minimum of three (3) provincial competitions within the P/T or
- A judge may complete three activities that is mutually acceptable to the province and the individual judge.

### 2.3.2 ROLES AND RESTRICTIONS

#### a) Club Affiliation

Each Brevet judge is responsible for informing the JDWG of such restrictions in order to ensure that this rule is respected for all Women’s Program national level competitions.

Each PSO is responsible for informing the JDWG of such restrictions for their National level judges in order to ensure that this rule is respected for all Women’s Program national level competitions.

#### b) Coach-Judge

An active coach is someone who, on a regular basis, takes an active part in the technical training process (performance of elements and/or exercises) of a gymnast. A judge's contribution to the training process is occasional, advisory, oriented to the interpretation and application of the Code of Points and Women’s Program Manual rules.

Any judge actively coaching an athlete who is participating at National events (CC, EC or CWG) may not judge at that competition session for that category. A judge assigned to any session who is also coaching at a different session will be exempted from attending the mandatory training session(s) when she is required to coach her athletes at the same time. The judge will be exempted from attending part or all of the judges briefing session and/or the Brevet Judges Council when the judge is required to coach her athlete(s) at the same time as the activity.

The Judge/Coach must request an exemption in writing from the GYMCAN WAG Registrar (copy to the PM) at least one month (or when GYMCAN has published the schedule) before the competition and provide information on the nature of the conflict. While it is understood that the Judge/Coach must be with her athletes at Elite Canada and Canadian Championships, she is asked to evaluate the impact of accepting a team coach position.

For all other categories: any judge actively coaching at a club with a participating gymnast may not be a D1 Judge in that category.

**c) Parent-Judge**

Any parent-judge of a competing athlete may not judge at that competition session for that category. Any parent-judge of a participating gymnast in any other category may not be a D1 Judge in any category at the same competition.

**d) Club Owner/Full-time Staff**

A Brevet Judge or National Judge who is a club owner or full-time staff with the club of a participating athlete may not be a D1/apparatus chief judge during the session in which his/her club athletes are competing.

**e) Judges' Children at Competitions**

- The judge must have prior written permission from their PSO and JDWG to bring a baby to a GYMCAN competition.
- The judge must be able to fulfill 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.
- If a judge must leave the competition floor to attend to her child she must have permission from the Canadian Head Judge.
- If the judge must bring the child to a meeting (due to exceptional circumstances), the judge must inform the Canadian Head Judge and the judge must ensure that the child is a silent observer.

## 2.4 UNIFORMS

All Brevet and National judges must wear the judge's uniform as stated in the current FIG Code of points: A dark blue matching suit- skirt or pants – and white blouse.

All Provincial CJO judges must wear the judges' uniform as stated in each provincial judges' handbook

All judges are asked to dress in a professional manner

## 2.5 JUDGES' RECORDS KEEPING

It is the responsibility of each judge to maintain their record. It must include:

- Judging activity in their province



- Courses (dates, location, level), exams results, assessments completed
- Continuing Professional Education (CPE) activities completed during the season
- GYMCAN assigned International competitions judged in and outside Canada
- National and Provincial Team activities
- Briefing Sessions/Self Evaluation/Training Camps/Verifications
- Clinics and courses taught

Brevet Judges must submit their record by June 30 deadline to the GYMCAN Office and a copy to their PSO Judging Chairperson.

Brevet Judges will not be eligible for assignment and/or funding at national events until records are received.

It is GYMCAN'S responsibility to submit the names of qualified judges to the FIG for Brevet certification. GYMCAN has the authority to make adjustments to the list during a quad.

## 2.5.4 WAG NATIONAL RECORDS AND JUDGES LIST

National Judges:

- The PSO Judging Chairperson must submit to the GYMCAN office and registrar the names of the current and active National JO 10, National HP and Brevet using the provided file by June 30<sup>th</sup>. Updated records can be submitted on October 1, January 1 and April 1.
- If the PSO is sending certified judges to a GYMCAN national event, the registrar and national office must receive updated records that verify all of the judges requirements are met to judge in all positions.

## 3. PROVINCIAL AND NATIONAL JUDGES SYSTEM

- a) The information in this section applies to Provincial and National judges.
- b) The Provincial Judges system refers to all judging level under National JO 10. In order to provide a direction, GYMCAN has provided some guidelines for Provincial Level judges. However, all components and requirements regarding the Provincial Judges System is under the jurisdiction of each PSO. Please contact your PSO to have detailed information about provincial judges' requirements and certification.
- c) The National Judges system (National JO 10, National HP, Brevet Candidate) falls under the jurisdiction of GYMCAN. In order to be certified, National Judges must meet the requirements outlined below.

### 3.1 CHARACTERISTICS OF CANADIAN NATIONAL JUDGES

- Strong commitment to and support of the Canadian Women's and provincial competitive programs, showing respect to all athletes, coaches, volunteers and other judges
- Competent application of the JO Code of Points at the Provincial and National levels and FIG code of Points at the HP level.
- Commitment to improving the judging of gymnastics in her province and in Canada
- Excellent understanding of the technique of the elements performed

- Excellent understanding of the gymnastics environment in her province and at the National level
- Availability and ability to work with and relate to coaches and other judges in and outside of competition
- Available and willing to work with the Judges Program as a leader in her province
- Instrumental in ensuring standardization of application of JO Code of Points, FIG Code and relevant updates, and Canadian Models in her province and in Canada
- Ability to exhibit judging competency through performance on judges' examinations and excellent judging performance at competitions
- a national judge is not eligible for inter-nations international competitions where all participants are representing their National Federations

### **3.2 MOBILITY IN THE NATIONAL JUDGES SYSTEM**

Each judge, in consultation with her Provincial/Territorial Judging Chairperson should participate in personal goal setting. This will aid in establishing her optimum level at the present time, taking into consideration her level of competency, experience, level of commitment possible and environmental influences (i.e. career, financial and personal/family impact on availability for judging assignments and related requirements).

Each judge will need to determine which Judging Stream best suits her personal goals and abilities.

### **3.3 JUDGING COURSES, EXAMS AND ASSESSMENTS**

#### **3.3.1 PROVINCIAL COURSES**

- a) Judging Courses for JO levels, excluding National JO 10 and National HP are organized at the discretion of each PSO. It is up to each PSO to determine the rules and regulations in regards to attendance, pass/fail scores, re-write, etc.

#### **3.3.2 NATIONAL COURSES (NATIONAL JO 10, NATIONAL HP)**

- a) Judging Courses for National JO 10 and National HP are organized by the PSO. This includes but is not limited to location, logistics and expenses for the courses. The judging courses must follow GYM CAN guidelines, course content and examination protocol, so that there is a standardized knowledge base and standardized application of the Code and judging certification.
- b) All National JO and National HP judging course material and exams are created and provided to the provinces by Gymnastics Canada. The JO and HP judging courses will administered and delivered in each province by the PSO.
- c) Responsibilities for the organization of the courses are as follows:
  - GYM CAN is responsible for the content, direction and oversight of the courses including:
    - Pre-Course material
    - Course material and exam
    - Schedule
    - Selection and provision of a list of recognized Course Conductors

The PSO is responsible for the logistics and delivery of the courses.

- Determine the dates and provide an adequate location for the courses
  - Determine the fees for the judging courses
  - Distribute the registration package which will include a schedule, the location, registration fees and registration deadline set by the province.
  - Distribute pre-course material to registered participants.
  - Cover all expenses and honoraria for the Course Conductor
  - With the course conductor, keep a record of the judges' exam scores. National judges' exam scores must be submitted to the GYMCAN office and GYMCAN Registrar.
- d) All National Judges must successfully complete these courses in order to maintain or upgrade their level. Successful completion is defined as 100% attendance and successful completion of both the written and practical (video) exam with a pass/fail mark designated for each level.
- e) Exam re-writes are permitted one time only for those judges who do not meet the minimum pass standard. Judges will be allowed to re-write the theory exam only; there is no re-write for the practical exam. Judges who re-write may use the better of their two scores (original exam or rewrite). All re-write must be done within 2 months after the original course/exam.
- f) Judges who do not meet the minimum pass score will not be granted the National JO 10/HP National level and will be listed at the highest level they have successfully completed.
- g) GYMCAN does not require National Judges to repeat the JO 10 course every year: As part of their CPE requirements, National Judges are required to complete one clinic per year. No exam is required for the judges to maintain their level. It is however recommended (not mandatory) that they repeat the JO 10 clinic every other year to make sure they maintain a high level of knowledge as they are eligible to judge at Canadian Championships and Canada Winter Games.

### 3.4 CONTINUING PROFESSIONAL EDUCATION (CPE)

- All judges must be committed to fulfill continuing professional education requirements to maintain a high standard of knowledge.
- Each judge is responsible to submit at the end of each season (deadline decided by PSO) their competition record, and their CPE activities to their PSO Judging Chair.
- All CPE activities are approved and offered by Provinces and/or GYMCAN and can include but are not limited to JO/FIG clinics, technical education, video or live practice sessions, etc.
- Annual CPE credits are required to be completed in order to be eligible to be assigned to GYMCAN events. Judges may be required by the PSO to attend provincial level events.
- CPE accreditation year is July 1 to June 30.
- CPE activities include a variety of activities and must include a minimum of one clinic or course
- Clinic CPE credits are defined as hours spent at Provincial or National organized events such as Congresses, clinics, courses, code updates or symposiums. These events must be publicized in advance and open to all judges in the province or country as applicable to the event (exception: eligibility requirement must be met for National and Brevet courses).
- A recommended maximum number of CPE hours may be acquired for the following miscellaneous activities:
  - Coaching (6 hours)
  - In gym observation, working with coaches and gymnasts (no maximum)

- Volunteering at a judging activity (4 hours), including member of a committee or working group
- Video or live practice judging at a level equal to or higher than your current rating (3 hours)
- If a judge does not complete all of their required CPE hours within a given year, they may apply CPE hours from the successive year to make up for the hours they were lacking. Note that CPE hours cannot be used twice, meaning if hours are being used to make up from a previous year, those same hours could not be applied to the current year as well. Any judge who has not completed their CPE requirements before the start of the next season will not be assigned to judge unless in the case of an emergency (in this case a financial or other penalty may be applied).

**Recommended/Required CPE hours are as follows:**

Highest Rating Held	CPE Hours Recommended per Year	Required clinic/course hours per year* (as part of the total)
JO 3-5	12	6
JO 6-8	12	6
JO 9-10	16	8
National JO 10	16 required	6 - 8
National HP	16 required	6 - 8
Brevet Candidate	16 required	6 - 8
Brevet	16 required	6 - 8

\*The clinic hours can be a Judges' clinic, a NCCP course, a pre-season JO course update, etc.

### 3.5 EDUCATIONAL ASSESSMENT FOR NATIONAL JUDGES (NATIONAL JO 10 AND HP)

- a) The assessment form is provided in appendix. Judges will not be recognized as National JO 10 judges until they complete the assessment.
- b) The assessment must be completed within 2 seasons from successfully completing the National JO 10 course (whether upgrading from JO 10 or maintaining National JO 10). If no assessment is completed during the allotted time, the judge will be considered Provincial JO 10.
- c) Judges who were listed as National 1 to 4 in the previous system will be grandfathered in and will be provisionally granted the National JO 10 level as soon as they successfully complete the JO 10 exam. They will have until January 1, 2020 to complete the assessment. If they have not completed an assessment by then, they will be recognized as Provincial JO 10.
- d) All judges are required to complete the assessment – whatever their status was in the previous system – before they are assigned to Canadian Championships or Canada Winter Games.
- e) Assessors can be Brevet judges and National JO 10/HP judges who have scored a minimum of 90% at the current National JO 10 exam (combined theory and practical).

The JDWG asks that PSO take into consideration the experience of the assessor and the peer relationship of the judge being assessed.

### 3.6 ASSIGNMENT TO A NATIONAL / INTER PROVINCIAL EVENT

- a) National Judge JO 10 judges are eligible to be assigned to a national / inter provincial competition, if they have met the following requirements:
  - Fully certified (have completed all parts of the evaluation process)
  - Meet the following minimum exam results (combined theory and practical)
    - Exam result 75% - 79.9%
      - Eligible to judge in own province as National JO 10
      - Eligible to judge invitational competitions in other provinces, if there are opportunities.
    - Exam result 80% - 84.9%
      - Eligible to judge at interprovincial competitions (Easterns/Westerns or Gymnix)
    - Exam result 85% or higher
      - Eligible to judge at Canadian Championships and Canada Winter Games
- b) To be assigned as an Event Head Judge at Canadian Championships or Canada Winter Games, the judge must:
  - Score 85% minimum at the National JO 10 exam
  - Have past Event Head Judge experience at interprovincial events (Easterns/Westerns/ Gymnix) in a JO9 or JO 10 competition
  - Be recommended by their PSO Judging Chair.
- c) All assignments to inter provincial competitions must be arranged through the respective PSO Judging Chairs. A judge cannot accept an invitation made directly to her. Refer to section 1.2 of this document.

### 3.7 OVERVIEW OF THE PROVINCIAL LEVEL SYSTEM

<b>JO 3-5 (under PT jurisdiction)</b>
<p><b>Entry</b></p> <ul style="list-style-type: none"> <li>• Must be at least 15 years old</li> </ul>
<p><b>Requirements</b></p> <ul style="list-style-type: none"> <li>• Must attend the JO 3-5 Course and successfully complete the evaluation process (theory and practical exams) with a minimum of 70% – once per cycle</li> <li>• Meet the Continuing Professional Education (CPE) requirement every year: recommended - 12 CPE hours</li> </ul>
<p><b>Certified to judge</b></p> <ul style="list-style-type: none"> <li>• JO 1-5</li> </ul> <p><b>Provincial Events Eligibility</b></p> <ul style="list-style-type: none"> <li>• Compulsory Provincial / Regional competitions</li> </ul>

<b>JO 6-10 (under PT jurisdiction)</b>
<b>Entry</b> <ul style="list-style-type: none"><li>• Must be at least 15 years old</li><li>• Unless the individual has gymnastics experience, it is recommended that beginner judge start at the compulsory level.</li><li>• Must have completed an appropriate NCCP course (TBD)</li></ul>
<b>Requirements</b> <ul style="list-style-type: none"><li>• Must attend the JO 6-10 Course and successfully complete the evaluation process (theory and practical exams) with a minimum of 70% – once per cycle</li><li>• Meet the Continuing Professional Education (CPE) requirement every year: recommended - 12 CPE hours</li></ul>
<b>Certified to judge (* see note on page 4)</b> <ul style="list-style-type: none"><li>• JO 6-10, Aspire</li><li>• May judge the compulsory program (JO 1-5) if the judge has completed the compulsory module</li></ul>
<b>Provincial Events Eligibility</b> <ul style="list-style-type: none"><li>• Optional JO 6-10 provincial/regional competitions</li></ul>

### 3.8 OVERVIEW OF THE NATIONAL JUDGES SYSTEM

<b>NATIONAL JO 10 – under GYM CAN Jurisdiction</b>
<p><b>Entry and maintenance</b></p> <ul style="list-style-type: none"> <li>• Must be at least 21 years old</li> <li>• Have a minimum of 5 years judging experience, 2 of which must be at the Optional (JO Level 6-10) level</li> <li>• Must hold a valid JO 10 rating for at least one year</li> <li>• Must have completed the NCCP Competition Introduction (or similar) – to be confirmed</li> </ul>
<p><b>Requirements</b></p> <ul style="list-style-type: none"> <li>• Must attend the JO 10 course and successfully completed the evaluation process (GYMCAN theory and practical exams). See 3.4 for additional information on eligibility to judge at provincial, inter-provincial and national events. Depending on their exam scores, the following are possible:</li> <li>• Must have an in-province educational live/on panel assessment at a JO 9 or 10 competition after having successfully completed the exam. The assessment must be done once per cycle</li> <li>• Must meet the Continuing Professional Education (CPE) requirement every year - 16 CPE hours required</li> </ul>
<p><b>Certified to judge (* see note on page 4)</b></p> <ul style="list-style-type: none"> <li>• JO 6-10, Aspire</li> <li>• May judge the compulsory program (JO 1-5) if has completed the compulsory module (recommended)</li> </ul> <p><b>National / Inter Provincial Events Eligibility (if the minimum exam score is met)</b></p> <ul style="list-style-type: none"> <li>• Easterns and Westerns / JO Canadian Championships (CC) / Canada Winter Games (CWG)</li> <li>• To be eligible to judge at CC and CWG, judges (National JO 10, National High Performance, Brevet) must have judged a minimum of 30 JO 9 and/or 10 routines in the same season prior to CC</li> </ul>
<b>NATIONAL HIGH PERFORMANCE – under GYM CAN Jurisdiction</b>
<p><b>Entry and Maintenance</b></p> <ul style="list-style-type: none"> <li>• Must hold a valid National JO Level 10 level and meet the National JO10 requirements</li> <li>• Must be recommended by their PSO</li> </ul>
<p><b>Requirements</b></p> <ul style="list-style-type: none"> <li>• Must participate in the HP Course and successfully complete the evaluation process (theory and practical exams) with a minimum of 80% – once per cycle</li> <li>• Must have an in-province educational live/on panel assessment at a JO 9 or 10 competition after having successfully completed the exam. The assessment must be done once per cycle</li> <li>• Must meet the Continuing Professional Education (CPE) requirement every year - 16 CPE hours required</li> </ul>
<p><b>Eligible to Judge (* see note on page 4)</b></p> <ul style="list-style-type: none"> <li>• HP Novice, Junior, Senior (in the province) / JO 6-10, Aspire</li> <li>• May judge the compulsory program (JO 1-5) if has completed the compulsory module (recommended)</li> </ul> <p><b>National / Inter Provincial Events Eligibility (if the minimum exam score is met)</b></p> <ul style="list-style-type: none"> <li>• JO Canadian Championships, HP Canadian Championships (shadow judge)</li> <li>• Canada Winter Games / Easterns and Westerns</li> </ul>

**NATIONAL - BREVET CANDIDATE – under GYM CAN Jurisdiction**

**Entry**

- Must hold a valid National JO Level 10 level and meet the National JO 10 requirements
- Must hold a valid National HP rating
- Must be recommended by their PSO
- Must meet the requirements as written in the current Brevet Candidate Process

**Requirements**

- Must meet the requirements for National JO 10 (as they are still National judges)
- Must meet the Continuing Professional Education (CPE) requirement every year - 16 CPE hours required

**Certified to judge\* (\* see note on page 4)**

- HP Novice, Junior, Senior
- JO 6-10, Aspire
- May judge the compulsory program (JO 1-5) if has completed the compulsory module

**National / Inter Provincial Events Eligibility (if the minimum exam score is met)**

- JO Canadian Championships
- HP Canadian Championships
- Canada Winter Games

**BREVET – FIG – under GYM CAN and FIG Jurisdiction**

**Entry**

- Must have successfully completed the Brevet Candidate program

**Requirements**

- Must successfully complete the FIG Course and exam (once per cycle)
- Must successfully complete the current JO Level 10 evaluation process required for Brevet judges – theory open book exam (80% required) and practical exam (educational purpose only if they want to judge JO at the national level)
- Must meet the Continuing Professional Education (CPE) requirement every year - 16 CPE hours required

**Certified to judge (\* see note on page 4)**

- HP Novice, Junior, Senior
- JO 6-10, Aspire 1 & 2
- May judge the compulsory program (JO 1-5) if has completed the compulsory module

**Eligible to Judge (in Canada)**

- JO Canadian Championships (if they have taken the JO 10 clinic)
- HP Canadian Championships
- Canada Games



## 4. CANADIAN BREVET JUDGES' SYSTEM

### 4.1 GENERALITIES

#### 4.1.1 MINIMUM ELIGIBILITY REQUIREMENT

All judges must meet the minimum eligibility requirement stated in 2.3

Every judge must successfully complete a FIG sanctioned judging course to be granted the FIG Brevet for the cycle. Successful completion as defined by FIG. The exact criteria are posted on the FIG Website.

[http://www.fig-gymnastics.com/publicdir/rules/files/en\\_WAG%20Specific%20Judges%20Rules%202017-2020%20.pdf](http://www.fig-gymnastics.com/publicdir/rules/files/en_WAG%20Specific%20Judges%20Rules%202017-2020%20.pdf)

#### 4.1.2 RESIDENCY

Judges who wish to represent Canada internationally must be a Canadian citizen (or landed immigrant for 2 years).

Foreign Brevet judges, who wish to be listed under Canada, must successfully complete the Brevet Candidate process in order to be eligible to attend.

### 4.2 OVERVIEW IF THE CANADIAN BREVET SYSTEM

#### 4.2.1 JUDGING COURSES

**FIG Intercontinental Course:** held once per 4-year cycle. The course is conducted by the FIG WTC or designates. Each National Sport Organization (NSO) is permitted to send a very limited pre-determined number of participants. The participants are selected according to the Brevet Judges System.

**FIG International Course:** usually held once per 4-year cycle. The course is conducted by a FIG WTC member. Each National Sport Organization (NSO) is permitted to send a larger number of participants. The participants are selected according to the Brevet Judges System.

All current Brevet judges are expected to meet the minimum FIG requirements to maintain FIG category 4, or they will not be eligible to attend the next FIG International Course. Efforts will be made to help judges maintain higher categories or help Brevet Judges to meet requirements to be eligible to upgrade their FIG category.

Those eligible for the course include the current Brevet Judges who are committed for the next cycle and the top ranked identified candidates (number to be determined by the JDWG based on FIG guidelines).

The maximum of Brevet judges able to attain the Canadian FIG Brevet status of Profiles 2, 3, Mentor and Master; through their completion of the FIG International Course is determined by FIG attendance restrictions.

### 4.3 CANADIAN BREVET JUDGES SYSTEM

The optimal number of Brevet Judge is determined by the needs of the National Team, and the FIG limitations in the number of judges who can attend courses. The following provides an overview of the FIG brevet and Canadian brevet system requirements and linkages.

Canadian Status	FIG Category	Mobility	Pre-Requisite	Involvement - FIG Regulations supersede GYM CAN BJ System requirements
Profile 1	Category 1 (preferably) or 2	<ul style="list-style-type: none"> <li>From P1 to mentor – automatic at the end of the 1<sup>st</sup> or 2<sup>nd</sup> quad except for a FIG Cat 1 for further additional quads (number of quads based on the benefit to the WAG program)</li> <li>Can only move to Mentor</li> </ul>	<ul style="list-style-type: none"> <li>Successful completion of Intercontinental Course</li> <li>Have held profile 2 for at least eight consecutive years before being granted profile 1</li> <li>Commit to meet requirements and expectations of profile 1 for a minimum of two quads (could be reduced to one quad in the case of special circumstances)</li> </ul>	<ul style="list-style-type: none"> <li>Judges assigned in priority to Group 1 and 2 competitions</li> <li>The seniority is based on the number of quads in the profile</li> <li>The Judge with highest Seniority (and has not judged OG) has priority for selection as the OG Judge. However GYM CAN is bound by FIG rules.</li> <li>3 Judges required: Upward mobility stream: rotation system with one judge entering and one judge leaving the profile per quad</li> </ul>
Profile 2	Category 2	<ul style="list-style-type: none"> <li>From P2 to P1 – after successful completion of the selection process</li> <li>Can renew P2 after successful completion of the selection process</li> <li>Can move to P3 at any time</li> </ul>	<ul style="list-style-type: none"> <li>Successful completion of International Course</li> <li>Commit to be active in profile for at least two quads</li> <li>Seniority is determined by the results of the P2 selection process. Other criteria may be considered</li> </ul>	<ul style="list-style-type: none"> <li>Assigned to Group 2 and 3 competitions or as required by to meet the needs of the NT program</li> <li>Every attempt will be made to provide assignments required to maintain FIG category</li> <li>May remain Profile 2 for 3 or 4 quads</li> <li>Up to 6 judges required</li> </ul>
Mentor	Category 2 (preferably) or 3	<ul style="list-style-type: none"> <li>Mentor to Master – Automatic after one quad as Mentor, unless no Profile 1 moves to Mentor</li> <li>Cannot move to P3, P2 or P1</li> </ul>	<ul style="list-style-type: none"> <li>The Profile 1 judge with the highest Seniority will leave the upward mobility stream (move to Mentor Judge) even if she has not judged OG after two quads. Once any Profile 1 judge has judged the OG (even in her first quad as a Profile 1) they will leave the upward mobility stream and become a Mentor judge for 1 quad</li> <li>Have held Profile 1 for 2 quads</li> </ul>	<ul style="list-style-type: none"> <li>Officiate at international competitions in and outside Canada as determined by the needs of the National Team Program</li> <li>Every attempt will be made to provide opportunities to maintain FIG category</li> <li>Possible for one quad in addition to number of quads as Profile 1.</li> <li>Further additional quads for FIG Category 1 to be considered based on benefits for the Women's Program.</li> <li>Maximum 2 mentor judges under extraordinary circumstances.</li> </ul>
Profile 3	Minimum Category 4	<ul style="list-style-type: none"> <li>P3 to P2 – after successful completion of the selection process</li> </ul>	<ul style="list-style-type: none"> <li>Successful completion of International Course</li> <li>No seniority in Profile, but a ranking based on results of the most recent FIG International</li> </ul>	<ul style="list-style-type: none"> <li>No guarantee of assignments required to maintain FIG category.</li> <li>Officiate at international competitions in and outside Canada on a self-funded basis. Where possible, GYM CAN will assist in securing self-funded international opportunities to maintain or upgrade their FIG category</li> <li>May remain Profile 3 for an unlimited number of quads</li> </ul>
Master	Minimum Category 4	<ul style="list-style-type: none"> <li>Can only renew status as Master</li> </ul>	<ul style="list-style-type: none"> <li>Successful completion of International Course</li> </ul>	<ul style="list-style-type: none"> <li>Officiate at international competitions in and outside Canada on a self-funded basis. Where possible, GYM CAN will assist in securing self-funded international opportunities to maintain or upgrade their FIG category</li> <li>May remain Master for an unlimited number of quads</li> </ul>

## 4.4 PROFILES AND CHARACTERISTICS OF CANADIAN BREVET JUDGES

### 4.4.1 CHARACTERISTICS OF BREVET JUDGES

Strong commitment to and support of the Canadian Women's National and High Performance (HP) competitive programs, showing respect to all athletes, coaches, volunteers and other judges

- Available and willing to work with the HP and National Team athletes and coaches in her province and in Canada if requested
- Available and willing to work with the Judges Program at the National level such as course conductor, mentorship, assessment of other judges, etc.
- Instrumental in ensuring standardization of application of FIG Code, Women's Program Manual rules in her province and in Canada
- Commitment to improving the judging of gymnastics in her province and in Canada
- Competence (knowledge and experience) in the application of the Code at the Provincial and National levels
- Excellent understanding of the technique of the elements performed in Canada
- Excellent understanding of the gymnastics environment in her province and at the National level
- Ability to relate to coaches and other judges in and outside of competition

### 4.4.2 CHARACTERISTICS OF PROFILE 1 AND 2 JUDGES

In addition to the characteristics outlined for all Brevet Judges, Profile 1 and 2 judges will demonstrate:

- Profile 1 judges are required to attend the Intercontinental Judging Course. A Profile 1 judge may not decline attendance at an Intercontinental Course without significant impact on their priority within their cluster and/or judging profile.
- Strong commitment to the success of the High Performance and National Team Programs
- Excellent knowledge of typical athlete preparation plan and objectives for the various type of competitions;
- Willingness to contribute to various types of activities as required by the NT Program (depending on profile)
- Excellent scores at exams (theory and practical); possibility of ranking very high at the Intercontinental course to be selected by FIG for FIG competitions or neutral judge at invitational competitions
- Excellent technical knowledge of most difficult elements performed in Canada and on the International scene
- Knowledge of the FIG WTC members and of the procedures at International events; knowledge must be excellent for Profile 1
- Instrumental in ensuring standardization of application of FIG Code and Women's Program rules in her province and in Canada

Note: A Profile 3 judge may also be a Profile 2 judge who no longer wishes to be active on the international scene at the end of one quad, or during the quad due to special circumstances.

## 4.5 MAINTENANCE OF A PROFILE

Judges must meet the requirements outlined in their profile. The JDWG will monitor the situation of each judge on an annual basis and review special situations, as deemed necessary. If a judge fails to meet the expectations of their profile, a review process will take place on a case by case basis, which could result in a loss of international assignments and possible loss of profile.

### 4.5.1 EXPECTATIONS OF A PROFILE 1 JUDGE

The detailed expectations will be included in the individual plan of the Profile 1 judge as well as the development opportunities, the yearly assessment process, the maintenance requirements and the consequences for failure to meet the agreed upon expectations which may include ultimately the loss of Profile 1 status. The general expectations are described below. They require a serious commitment from the candidate even though one candidate is unlikely to be involved in each activity to its full extent in a given year.

In general, a Profile 1 judge must be available: (if requested) to officiate at:

- all Elite Canada competitions, Canadian Championships and Trials
- all the Senior selection activities and control tests held in her area (maximum 4 days once-occasionally twice - a year in her province or the neighbouring provinces)
- two international individual or team competitions in any season in any country during a 12 month period (minimum 10 days each time)
- one World Championships per year for a minimum of 18 days each time including the preparation camp
- one World Cup per quad (minimum 15 days including the preparation camp)
- one major Games per quad (minimum 18 days including the preparation camp)

Profile 1 judges must:

- attend training sessions during a Senior, Junior or Novice NT training camp in her province
- verify athletes in her province
- do data gathering or analysis for the Senior, Junior or Novice NT occasionally
- be involved in mentoring one P2 Brevet judge
- give briefing sessions/updates upon her return from each Intercontinental Course
- must undertake other portfolios as mutually agreed upon during the quad

### 4.5.2 EXPECTATION FOR PROFILE 2

Judges who have Profile 2 for 4 years, then reapply, MAY maintain their profile provided that they meet the minimum requirements during the 4 years; the JDWG will address special circumstances;

Seniority of a judge within the Profile is not automatically maintained even if all maintenance requirements are met. (The top two to three ranked judges will be categorized as Profile 2 Senior).

The remaining Profile 2 judges will be listed in rank order as Profile 2 Junior.

Judges who attain a higher FIG category will be ranked higher within their cluster for Profile 2; one time within the cycle.

Profile 2 judges must achieve the FIG Category 2 standard on the most recent FIG course exam. If they achieve a lower category, a review will take place which could result in loss of international assignments and possible loss of profile.

### 4.5.3 EXPECTATIONS FOR PROFILE 3 JUDGES

Judges who have **Profile 3** at the beginning of the quad\* will maintain their profile during the quad provided that they meet the minimum requirements during the quad; the JDWG will address special circumstances;

### 4.5.4 ATTENDANCE REQUIREMENTS FOR GYMCAN NATIONAL COMPETITIONS

The attendance requirements will remain the same in spite of reduced funding.

	<b>Profile 1</b>	<b>Profile 2 Mentor</b>	<b>Profile 3</b>	<b>Master</b>
Canadian Champs Elite Canada	7/8	7/8	6/8	Min. 1 per calendar year
Trials & Control Tests* (when invited)	100%	100%	N/A	N/A
Canada Winter Games	PSO Assignments			

### 4.5.5 REPLACEMENT

In general, once a vacancy occurs within a profile, the JDWG, in consultation with the members of the P2/P2 Selection Process, MAY move the highest ranked judge of the next highest profile into the lowest rank of the profile with the vacant position, provided they are eligible for that higher profile.

Should a judge retire from Profile 2, not obtain the required FIG category, or not meet the maintenance requirements, the JDWG MAY GRANT Profile 2 status to the Profile 3 judge next in the most recent Profile 2 Selection Process ranking order, provided that:

- She has met her Profile 3 maintenance requirements to date
- The Mentor and Profile 2 judges will have the expected number of international assignments during the quad.
- After the mid-way point of the new profile, there will be no replacements.

Should a judge retire from Profile 1, not obtain the required FIG category, or not meet the maintenance requirements, the JDWG may grant Profile 1 status to the Profile 2 judge next in the most recent Profile 1 Selection Process ranking order; provided that:

- She has met her Profile 2 maintenance requirements to date
- She obtained a minimum of FIG Category 2 standard on the most recent FIG Course exam
- The remaining Profile 1 judges will have the expected number of international assignments during the quad.

#### 4.5.6 OTHER JUDGING OPPORTUNITIES

All international requests for judges must go through Gymnastics Canada. Should a judge receive an invitation directly they must forward this to GYM CAN immediately. When a request for a neutral judge, FIG request for D1 or reference judge comes to the GYM CAN, the WAG-PM will share this information with the JDWG.

- a) Gymnastics Canada reserves the right to accept or not an invitation.
- b) The International Assignment Working Group (IAWG) will offer the assignment and judges must confirm their interest by the deadline.
- c) The assigned judge will have this assignment listed among their assignments for that year.
- d) The PM 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.

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.

Gymnastics Canada may assign and may fund judges for NT camps. GymCan is responsible for the assignment and funding allocation for these camps based on program priorities.

Every attempt will be made to provide judges holding a position with an international organization – FIG, Pan American Gymnastics Union (PAGU), Pacific Alliance of National Gymnastics Federations (PANGF) or Commonwealth Games Federation) the assignments necessary to maintain the FIG category.

#### 4.6 ASSIGNMENTS AT INTERNATIONAL COMPETITIONS

The International Assignment Working Group is responsible for all international assignments and will determine the order of priority for all events.

Canadian Brevet judges who are assigned to international competitions must attend training if they are onsite to do so. They are also expected to complete a competition report and submit this report no later than 2 weeks following the event to the PM.

- a) Brevet judges are eligible to be assigned to an international competition, according to the following priorities:
  1. Profile 1
  2. Profile 2
  3. Profile 3 and Mentor
  4. Other Brevets
  
- b) Funding for all international assignments is dependent on budget availability and will be communicated to the judges prior to assignments. The funding priorities are as follows:
  - 1) Olympic Games and World Championships
  - 2) World All-Around Cups, Pan American Games, Commonwealth Games
  - 3) Pacific Rim, World Challenger Cups, World Apparatus Cups, PanAm Championships, Olympic Hopes, Japan Jr
  - 4) FIG approved international competitions (FISU, Jesolo, etc)
  
- c) When possible a minimum of one judge will be funded and assigned for any NT competition. Other competitions will be on a cost shared or self-funded basis.
  
- d) GymCan is responsible for arranging the travel according to the official travel dates for each event for assigned judges to National Team events. Travel bookings are arranged to keep team members travelling together. Travel will follow GymCan's internal travel policy.

**For non-National Team events, please refer to the GymCan authorization form.**

#### **4.7 FOREIGN BREVET WISHING TO OBTAIN A CANADIAN BREVET**

Foreign Brevet are under the jurisdiction of their Province. Any foreign Brevet judge wishing to attain Canadian Brevet status, must meet the residency criteria and apply for and successfully complete the Brevet Candidate process.

#### **4.8 BREVET CANDIDATE PROGRAM (IN EFFECT FOR THE 2017-2020 CYCLE)**

(After the 2017-2020 cycle, this section will be added in appendix to this document).

National HP judges aspiring to enter the BJ System are eligible to apply to become Brevet Judges by following the procedure outlined below.

Foreign Brevets are eligible to apply for the Brevet Candidate program and, if accepted, will be subject to the same requirements and ranking as Canadian National HP judges.

A maximum of six (6) Brevet Candidates will be invited to attend the FIG International course for the 15<sup>th</sup> cycle

### **4.8.1 REQUIREMENTS TO OBTAIN A BREVET**

- a) Must be eligible to attend the FIG International Course, and have successfully completed the Brevet Candidate qualifying process.
- b) Must be a Canadian Citizen at the time of registration for the FIG International Course.
- c) Must attend the FIG International Course and fulfill the FIG requirements;

### **4.8.2 ELIGIBILITY REQUIREMENTS FOR THE 2017-2020 CYCLE**

- a) Must have successfully completed the 2013 GYM CAN National course. (FIG rules)
- b) Must have successfully completed the 2017 GYM CAN HP course with minimum 90% average overall. (Open Book theory exam on site at the course).
- c) Must have held an active PSO judging status for a minimum of three years immediately prior to application.
- d) Must provide a letter from the PSO Judging Chairperson indicating support, in principle, for the candidate's intent to apply/move to Brevet level.
- e) Must submit the completed official application form by November 30, 2017.

### **4.8.3 REQUIREMENTS TO BE FULFILLED DURING THE EVALUATION PERIOD (OCTOBER 15, 2018 – JUNE 30, 2020)**

- a) Must fulfill the maintenance requirements for National HP level judges
- b) Must maintain their active PSO judging status, continuous from the acceptance of their application.
- c) Must successfully complete the Brevet Candidate entrance exam (theory, closed book) to be scheduled at Canadian Championships in 2018. Pass standard is 90%, with not one area or component below 80%.
- d) Upon acceptance into the 2017-20 Brevet Candidate Program, the candidate must submit a tentative plan of what competitions they would attend to meet their requirements, and preference for completion of the Brevet Candidate assessment.
- e) The candidate must submit to the Brevet Candidate Working Group, the name of a Brevet judge to serve as their mentor for the Evaluation Period. Their role is to meet with the Brevet Candidate, identify areas where the candidate seeks/needs improvement, and identify steps to meet these needs, monitor their progress and offer feedback to the judge, oversee the practical experience – see h) below, and submit the required report to the Brevet Candidate Working Group, on an annual basis.
- f) Must “shadow” judge three (3) competitions under FIG rules, as follows:
  - One “international level” competition. It must be approved by the JDWG at least four weeks before the competition itself as suitable to satisfy this requirement.
  - Two of the following:
    - 2018 Canadian Championships (entrance exam)
    - 2019 Elite Canada



- 2019 Canadian Championships
- 2020 Elite Canada
- 2020 Canadian Championships (final assessment)

These competitions can also be used to fulfil the National HP maintenance requirements.

- g) Must successfully complete a Brevet Candidate practical assessment to take place at one of the first four GYM CAN competitions listed in d) above. (similar to former NJ assessment process) Only one assessment will be allowed (no re-takes).

**Note:** Candidates must complete requirements #8.13.2 a), b), c), **d)** - ***International Competition component only***, and e) by April 30, 2020, prior to acceptance into requirement #8.13.2 f) and g).

- h) Must successfully complete a practical and theory assessment as follows: A centralized session conducted at the 2020 Canadian Championships (the weekend before the competition) must be attended. 5 vaults and 5 routines on each apparatus will be judged (there will be 1-2 warm-up vaults/routines on each apparatus). A theory exam will also be written. Minimum pass standard is 90% overall, with theory worth 40% and practical worth 60%; and not one component – theory or practical by apparatus - below 80%. Included in the practical portion will be an assessment of correct D Score including CV and CR on UB, BB and FX, and total E deductions for all apparatus including composition, artistry and specific execution. Results will be announced at the conclusion of the Championships, where possible.
- i) Must successfully complete an interview to be scheduled in conjunction with the practical/theory session outlined in f) above, at the 2020 Canadian Championships.
- j) Must have completed a minimum of 20 hours of practical gym time (or video if gym time not possible) at the HP level, including club visitations and/or training camps, under the supervision of the named mentor, by April 30, 2020.
- k) Failure to follow the correct procedure and/or failure to meet deadlines will result in a deduction of 1.0 from the candidate's final score from f) and g), each time.

#### 4.8.4 INITIATION OF PROCESS

- a) The process is initiated when the completed application form is received at the National office. (Deadline: November 30, 2017)
- b) The written application requires the candidate to indicate understanding of, and willingness to undertake, the level of commitment for BJ as outlined in Section 7 of the Women's Program Manual, should she/he successfully complete the requirements for admission to the BJ System. The candidate must indicate individual goals as part of the application.
- c) Clarification of the evaluation process and requirements will be provided to the candidate when the application is accepted. Questions concerning the requirements, or process should be directed to the JDWG Brevet Candidate Working Group.

#### **4.8.5 FINAL SELECTION OF CANDIDATES**

The JDWG Working Group will receive all applications, check that all requirements have been met and confirm potential candidates for acceptance into the Brevet Candidate program and oversee the achievement of the requirements to be fulfilled by the candidates. Special cases will be dealt with by the JDWG. Following completion of the Brevet Candidate program requirements, the top ranked, according to the results of 8.13.2.f) and g), and meeting the minimum pass standard, to a maximum number of six (6) Brevet Candidates will be invited to attend the FIG International Course for the 15<sup>th</sup> cycle.

#### **4.8.6 CLARIFICATION/REQUEST FOR RECONSIDERATION OF DECISION**

In the event the candidate is deemed not ready to enter the BJ system, she may:

- a) Request further clarification, including rationale, from the JDWG.
- b) Request a “reconsideration of the decision”. The request for reconsideration must be submitted in writing to the WAG-PM within 30 days of receipt of the JDWG clarification. The request will be examined by a group appointed by WP staff.
- c) Should further appeal be required, Candidates should refer to Section 39 of the GYM CAN Policy Manual in effect at the time of the dispute. The request must be made no more than two working days from the day of announcement of the list of judges who have been selected or two days following the decision rendered as a result of a request for reconsideration. It must include the rationale supporting the request and the alleged errors in the application of the process.

#### **4.9 EXCELERATE PROGRAM (IN EFFECT FOR THE 2017-2020 CYCLE)**

The Excelerate Judging Program is a pilot program that will start August 2019 and will finish with the FIG International course beginning of 2021.

This pilot program is in line with FIG Youth Competitions circuit and will help Canada identify young Brevet Judges to access FIG youth competition in their second cycle.

Past national team members of World or Olympic team representing Canada, Maximum age of 28 years in Fall 2019 are eligible to apply for the program.

The Excelerate Judging program will be easily accessible and will provide a minimum of two (2) meeting points, for the Candidates. One at the beginning of the process and a second one a year later at an identified event such as National team selection.

Other virtual meeting points will be available to help candidate stay on track as per their individual needs.

A mentor judge will be assigned to candidates to provide guidance and help to reach the objectives of the program.

### 4.9.1 REQUIREMENTS TO OBTAIN A BREVET

- a) Must be eligible to attend the FIG International Course, and have successfully completed the Excelerate Program process.
- b) Must be a Canadian Citizen at the time of registration for the FIG International Course.
- c) Must attend the FIG International Course and fulfill the FIG requirements.

### 4.9.2 FINAL SELECTION OF CANDIDATES

The JDWG Working Group will receive all applications, check that all requirements have been met and confirm potential candidates for acceptance into the Excelerate Judging Program and oversee the achievement of the requirements to be fulfilled by the candidates. Special cases will be dealt with by the JDWG. Following completion of the program requirements, the candidate will be invited to attend the FIG International Course for the 15<sup>th</sup> cycle.

### 4.9.3 CLARIFICATION / REQUEST FOR RECONSIDERATION OF DECISION

In the event the candidate is deemed not ready to enter the BJ system, she may:

- a) Request further clarification, including rationale, from the JDWG.
- b) Request a “reconsideration of the decision”. The request for reconsideration must be submitted in writing to the WAG-PM within 30 days of receipt of the JDWG clarification. The request will be examined by a group appointed by WP staff.

## 5. NATIONAL COMPETITIONS

### 5.1 SELECTION AND ASSIGNMENT OF JUDGES

#### a) Attendance Commitment

All judges assigned to GYM CAN National events (Elite Canada, Canadian Championships, Canada Winter Games and NT Trials) 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 JDWG or Canadian Head Judge. 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. This requirement applies to all judges unless a prior exemption is granted by the Canadian Head Judge or designate.

BJ will be expected to judge all the Novice, Junior and Senior HP sessions. All Provincially assigned judges are expected to be available to judge all JO sessions. National HP or Brevet Judges who are provincially assigned may also receive an HP assignment if there are an insufficient number of Brevets.

#### b) Guidelines for Absences and Late Arrivals (Competitions)

- 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' Assignment Coordinator and the Canadian Head Judge.

### c) Guidelines for Observing Training Sessions at Competitions

Attendance at the identified training sessions is mandatory for all judges assigned to that event. If judges cannot be present during the entire training session (cannot attend or plan to arrive late or leave early), they must inform the Canadian Head Judge or designate prior to arrival onsite. Absence from training may result in modifications of the judging assignments.

During the observation session, judges should:

- Sit on the competition floor with other panel members
- Actively practice judging the routines
- Become familiar with current elements and proper techniques
- 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.*

## 5.2 CANADIAN CHAMPIONSHIPS

### 5.2.1 ELIGIBILITY

- a) Active Canadian Brevet Judges will be considered for the Canadian Championships. BJ assigned by the JDWG will not be part of the PSO allotment. BJ not assigned by the JDWG may be assigned by their PSO.
- b) Brevet Candidates may have their names submitted by their PSO and will not be considered part of the PSO allotment. Brevet Candidates are not however guaranteed a full assignment if they are not part of their PSO allotment. They are guaranteed enough assignments to fulfil their candidacy requirements. Brevet Candidates who are not part of their PSO allotment must declare their availability to receive additional assignments before March 15th.
- c) Provincially allotted judges must hold a valid National JO Level 10 rating and have completed their CPE for the current season.
- d) The PSO Judging Chairperson must submit the names of their provincially assigned judges (JO judges, Brevet Candidates or Brevet judges), to GYM CAN and the GYM CAN Assignment Coordinator by March 15<sup>th</sup>. A coach-judge may be assigned, if the request is made by the PSO and approval is granted by the JDWG.
- e) The PSO allotment for the Canadian Championships is as follows:
  - PSO with no athletes = no judge (possible petition for 1 judge);
  - PSO with **9** or less Level 9/10 JO athletes = **2** judges;
  - PSO with **10-13** or more Level9/10 JO athletes = **3** judges;

- PSO with **14** or more Level 9/10 JO athletes = **4** judges
- Special cases will be dealt with by the JDWG.

### 5.3 ELITE CANADA

Active Canadian Brevet Judges will be considered for Elite Canada.

### 5.4 CANADA WINTER GAMES

Judges are assigned to the Canada Winter Games by their PSO. Judges must hold at minimum, a National JO 10 judges. The number of provincially assigned judges is limited.

### 5.5 ASSIGNMENTS

The domestic assignments will be made following these guidelines:

- Balance of East / West on the panels
- Preferably no more than 1 judge from a province on an apparatus. However, this is not always possible.
- HP Junior and Senior category: P1 and P2 judges will be in D1 positions
- HP Novice: P2 judges will be in D1 positions
- JO 9 and JO 10: National JO10 judges who have met the minimum score at the exam and who have been recommended by their PSO Judging Chair will be assigned in D1 positions.

### 5.6 REGULATIONS FOR JUDGES, STRUCTURE AND FUNCTIONS OF THE APPARATUS JURIES

#### 5.6.1 FIG APPARATUS CHAIR (D1) - JO D1 JUDGE

The roles and responsibilities are delineated in the FIG Women's Code of Points / JO 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;
- answer questions at the end of Elite Canada or the Canadians when requested;

- abide by all FIG or GYM CAN rules, directives or requirements.

### 5.6.2 CANADIAN MODEL JUDGES

From time to time, GYM CAN may assign Model Judges for the HP Novice category. Roles and responsibilities are available in the Appendix.

### 5.6.3 CANADIAN HEAD JUDGE (AND ASSISTANT CANADIAN HEAD JUDGES)

- a) 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
- b) For Trials and Selection Activities, the responsibilities of the Canadian Head Judge may be performed by one of the Brevet Judges.

## 5.7 INQUIRIES, PROTESTS AND APPEALS (FIG AND JO – VALID IN CANADA ONLY)

A judging inquiry is allowed on:

- the D Score (JO Start Value)
- the E score (JO Final Score)
- Neutral deductions

Canada has a 3 part system that takes place on site, and will follow the process outlined.

### 5.7.1 INQUIRY

- a) An **inquiry** is the first stage of the process of seeking information about a score.
- b) An inquiry occurs when a coach approaches the D1 of an apparatus and/or the Canadian Head Judge/Assistant Canadian Head Judge and in-person asks a question or seeks clarification about a D and/or E score of their own athlete during a National level competition.
- c) This request is made verbally to the D 1 Judge following the end of a rotation, a session or a competition provided that the judges are available
- d) 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 Canadian/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
- e) The D 1 on behalf of the Apparatus Jury (i.e. the D and E panel of the respective apparatus) responds to the inquiry. The D1 Judge will give a brief verbal explanation of the inquiry. Any additional discussion should not be expected and will be at the discretion of the D1 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.
- f) During the consideration of the verbal inquiry, the D panel has several options:
  - The Coach's question may be answered immediately by the D1 as the judging script is consulted and the score is clarified for the Coach.

- The D1 may choose to consult further with the D2 and other members of the panel and then reply more fully to the Coach.
  - If the E score is under discussion then E panel members should be consulted.
  - A video review can take place at this time if the D panel wishes to review the technical component of an element (e.g., check on completeness of a twist) or a neutral deduction (e.g, time or line).
- g) For the two other types of inquiries please see section 5.10 under ‘Other’.

## 5.7.2 PROTEST

- a) A **protest**, is the second stage when the Coach is not satisfied with the information provided at the Inquiry stage and seeks a formal review. A coach may make a judging protest or a technical protest for his/her own athlete at National level competitions.
- b) The appropriate protest form (see Appendix) must be completed by the coach and submitted to the Canadian Head Judge/or designate. The form must be 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 written inquiries fee is \$60.00 per athlete, per apparatus. If the protest is not granted, GymCan will invoice the club for the total amount after the competition.
- d) An official protest entitles the coach to request and be granted a video review of the gymnast’s routine or part of the routine.
- e) The Judging Jury (please see below) will respond to the protest and may, in consultation with the Canadian Head Judge or designate, do on of the following depending on the content of the protest:
  - use the official GymCan video(s) provided by the WAG WPD
  - speak with the coach who submitted the inquiry, the timer or the line judge involved.
- f) If a video review is requested, the Judging Jury will follow the video review process as outlined in section 5.8.3 and 5.8.4.
- g) The rationale for the decision is communicated in writing

## 5.7.3 APPEAL

An **appeal** is the final level of the review process after a formal protest has been denied.

At this level, a form requesting reconsideration must be completed by the coach and submitted to the Canadian Head Judge/or designate.

With this submission of the form, the Coach agrees to remit to Gymcan the \$60 fee should the appeal be denied by the Competition Jury.

The Competition Jury will respond to the appeal. Please refer to Section 5.9 for additional information about the Competition Jury and its mandates.

## 5.7.4 VIDEO REVIEW

When an official apparatus reference video is available, the judges may review the video when addressing an inquiry or protest. The review of the video will take place in a secluded area. Coaches will not be included in this review.

The D1 and D2 along with the Canadian Head Judge or designate will review the official video.

Only the skill(s) in question will be observed to a maximum of three times and only at regular speed.

The video may also be used to confirm if time or line deductions are warranted.

### 5.7.5 CONDUCT OF JUDGES AND COACHES DURING THE INQUIRY, PROTEST AND APPEALS PROCESS

It is expected that all parties involved behave in a professional manner at all times.

- a) Improper conduct including language or body language will not be tolerated.
- b) In the case of improper conduct by a judge or coach, the coach/judge will notify the Canadian Head Judge who will address the concern with the support of the JEX or PM if required.

**SPECIAL NOTE:** Where matters pertain to participant safety and welfare, potential violations of GYM CAN Code of Ethics and Conduct, or any major behavioral issue from a member, GYM CAN policies and processes will be implemented. The CHJ must report directly to the Women's Program Manager GYM CAN. Please consult the GYM CAN Code of Ethics and Conduct for more information: <http://gymcan.org/gymnastics-canada/policies>.

### 5.8 THE JUDGING JURY IS COMPOSED OF:

- the Canadian Head Judge or designate (Chair of Jury);
- D1 and D2 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.

#### 5.8.1 THE ROLES AND RESPONSIBILITIES OF THE JUDGING JURY ARE TO:

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

#### 5.8.2 CONSIDERATION OF THE PROTEST

Will follow the process listed below:

- a) The Protest is discussed by the Judging Jury. Coaches should not expect justifications to cover every 0.1 deduction.
- b) If an inquiry is received for an E score, a change will occur only if it will make a significant difference.
- c) The coach making the inquiry, the timer and/or the line judge may be heard at the discretion of the Chair of the Jury.
- d) The Judging Jury will attempt to reach a decision on the inquiry by consensus. The decision to grant or deny an inquiry 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 by the D1 in writing on the bottom section of the Protest Form.
- f) The completed form must be copied and maintained as a record for the Coach, the CHJ and the PM.

### 5.8.3 PROCESS FOR A SCORE CHANGE

Following a written inquiry, when a change is made to the D Score and/or to the E Score, the following will occur:

- a) The Canadian Head Judge or Competition Head Judge will return the inquiry form and the inquiry 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 colour 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.

## 5.9 COMPETITION JURY

### 5.9.1 THE COMPETITION JURY IS COMPOSED OF

- the PM – WAG or designate (Chair of Jury);
- the Canadian Head Judge or her designate;  
the National Team Coach or designate;
- 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).

### 5.9.2 ROLES AND RESPONSIBILITIES OF THE COMPETITION JURY

- Consider rendering a decision on judging inquiries/protest forwarded to them if extenuating circumstances exist;
- Render a final decision on all technical protest;
- 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 GYMCAN, 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 HP Manual, FIG Code of Points or other WAG documents
- Assist the Canadian Head Judge with matters related to behaviour of athletes, coaches and judges;
- Examine appeals on judging and technical protests and render a final decision;
- Abide by all applicable FIG or GYMCAN 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.

### **5.9.3 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 appropriate form 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.

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 of Points, the WAG High Performance Manual, or GYMCAN JO documents: 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 of Points or WAG documents: 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.

### **5.9.4 REVIEW OF PENALTY FOR IMPROPER CONDUCT**

Any athlete, coach, judge penalized for improper conduct, may be heard at the discretion of the Competition Jury.

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 break the tie.

## **5.10 OTHER**

### **5.10.1 INQUIRIES ABOUT ANOTHER ATHLETE/COACH**

- a) This inquiry must be made in writing by a coach about an athlete or a coach of another club/team to the Canadian Head Judge

- b) This type of inquiry can only be made on the presumption that rules were not applied or were applied incorrectly.
- c) This type of inquiry must be made within the same time deadlines as other types of inquiries.
- d) The inquiries of this type will be recorded by the Canadian Head Judge for a period of 24 months. The abuse of this procedure will lead to sanctions

### **5.10.2 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 also 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.

## 5.10 SUMMARY CHART FOR VERBAL AND WRITTEN INQUIRIES

ACTION	DONE	TO	COST	DEALT WITH BY	COMPOSED OF
<b>Inquiry</b> (request by the coach for information)	Verbally	D1	0	Panel Judges respective apparatus	D and/or E panel members
<b>Protest of Score</b> (request by the coach for reconsideration; disagreement with decision)	In writing on form	Canadian Head Judge	<b>\$60.00</b> Per protest	Judging Jury *	Chair: CHJ or designate D and/or E panel members
<b>Technical Protest</b> (request reconsideration; disagreement with decision)	In writing on form	Canadian Head Judge	<b>\$60.00</b>	Competition Jury **	Chair: WAG PM CHJ NTC Any other appropriate personnel as needed
<b>Appeal</b> (request by the competition Jury for reconsideration; disagreement with decision)	In writing on form	Canadian Head Judge	<b>\$60.00</b> Per appeal	Competition Jury **	Chair: WAG PM CHJ NTC Any other appropriate personnel as needed

\* 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.

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

PM Program Manager  
 NTC National Team Coach or designate  
 CHJ Canadian Head Judge or Assistant CHJ  
 CoHJ Competition Head Judge

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.

## 6. CANADIAN HEAD JUDGE AND ASSISTANTS

### 6.1 APPOINTMENT OF THE CANADIAN HEAD JUDGE AND ASSISTANTS

The Canadian Head Judge and Assistant Canadian Head Judge(s) will be appointed by the JDWG for a two-year term. Where possible, the term of appointment of two Assistant Canadian Head Judges will be offset by one year from the term of appointment of a third (or fourth) Assistant Canadian Head Judge. A judge may be eligible for re-appointment for one

additional term based on satisfactory feedback from the Canadian Head Judge (for ACHJs) and the JDWG. After two terms, the position must be re-opened, and the individual must re-apply.

Where a term is not renewed, or in the case of resignation from a position, the JDWG will circulate applications for candidates for the vacant position(s).

## **6.2 CANADIAN HEAD JUDGE (AND ASSISTANT CANADIAN HEAD JUDGES)**

### **6.2.1 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.

### **6.2.2 ROLES AND RESPONSIBILITIES**

The roles and responsibilities of the Canadian Head Judge (and Assistants) are:

- 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 PM – 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 GYMCAN 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 GYMCAN rules, directives or requirements.

### 6.2.3 CANADIAN HEAD JUDGE ON-SITE RESPONSIBILITIES

#### Information related to the event

- Competition – Meeting Room – Meetings - Transportation
- Social activities during the event

#### Information related to the business of judging

- Content of debriefing reports
  - Equipment: Boards, Extra mats, etc.
- 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
- Inquiries
- Information related to the competition
  - Judges' Meetings: time (typically 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

### Information related to the programs

- Technique
  - Documentation in effect
  - Competition (Comp I, II, III, IV)
  - Canadian Model including the forms to be completed
  - JO Processes re scores
  - 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
- List of Canadian and FIG Elements

### Before the meet

Update HP and JO CHJ Binders

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
- Chair all meetings
- Get information on logistic of competition / liaise with the organizing committee
- Communicate with scoring team e.g., score submission, display of scores

### Before the first session

- First session: arrive early just in case forms are not ready
- Post vault sheet at end of runway
- Check corridors on vault and check distance of runway/block on runway

### 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.

## 7.0 JDWG WORKING GROUPS

In order to ensure the smooth operation of the judges' system in Canada, the JDWG creates working groups in order to work on different portfolios. These working groups are all lead by a member of the JDWG and are composed of Brevet Judges. All Brevet Judges are encouraged to be part of a working group. Appointments and portfolios assigned to working groups are determined by the JDWG.

- a) The judges excellence is a sub-committee of the JDWG and a detailed description of their role can be found below.

## 7.1 JUDGING EXCELLENCE (JEX)

Where possible, we strongly encourage all judges to resolve all concerns or minor conflicts independently with the intention to enhance positive relationships and collaborative professional development.

### a) General assumptions

Excellence in judging is a goal shared by all officials. The purpose of the Judging Excellence Working Group (JEX) is to deal with judging concerns/issues between judges and between judges and coaches. The JEX mandate, overall, is to improve relations among and between these groups so that a positive working relationship can be established and maintained. By ensuring positive working relationships, the athletes will reap many benefits and their performances will be enhanced. Through enhanced performances, international recognition should improve.

### b) Jurisdiction

GYMCAN JEX deals with inquiries and concerns at GYMCAN events or activities.

Inquiries or concerns pertaining to the conduct of a judge at a provincial event must be dealt with by the province. It is expected that provinces will have a structure and policies in place to resolve issues in their jurisdiction. Where the judge involved is a National or Brevet Judge, the concern and a summary of the province's action must be forwarded immediately to PM WAG for their information. Should there be repeated incidences regarding a judge at the provincial level, the JEX may become involved to assist in sanctioning the judge. If this situation occurs, National Judges assignments may be effected.

### c) Mandate

The JEX Committee shall address all matters which relate to a concern involving a judge's conduct or performance. The Chair of JEX reports, where appropriate, to the Chair of the JDWG and the Women's Program Manager.

The JEX members may be called upon to address any of the following for any judge while carrying the duties of a judge:

- A general inquiry/concern (verbal or written), by coaches or judges, about judging performance that may include observed concerns about:



- Application of systems, rules, manuals
- Improper application of technical rules
- Ability to explain scores
- Communication issues with athletes, coaches, judges, volunteers or GymCan staff
- General conflict management
- Initiatives which are designed to foster interaction and cooperation between judges
- To receive and generate suggestions for ideas to promote better working relationships within judging ranks and between judges and coaches

The JDWG has recognized that feedback and inquiries from judges are valuable. Judges are encouraged to continue to communicate effectively and resolve minor conflicts independently. Two categories of concerns have been identified which offer several main routes by which a judge is able to present a concern, receive feedback or seek a resolution.

All judges will initiate their concern with the Canadian Head Judge. When a judge has presented a concern, the receiving body shall review the concern and collect information about the nature and extent of the concern in order to implement a resolution, where appropriate and possible. If the issue is of relevance to other judges, the Canadian Head Judge may conduct a survey of other judges' preferences regarding the issue under consideration.

**SPECIAL NOTE:** Where matters pertain to participant safety and welfare, potential violations of GYM CAN Code of Ethics and Conduct, or any major behavioral issue from a member, GYM CAN policies and processes will be implemented. The CHJ must report directly to the Women's Program Manager GYM CAN. Please consult the GYM CAN Code of Ethics and Conduct for more information: <http://gymcan.org/gymnastics-canada/policies>.

## 7.1 JEX MEMBERSHIP

Method of appointment: members appointed by JDWG

Term of appointment: 2 years with term commencing July 1 of appointment year

- Canadian Head Judge or designate  
(Chair JEX)
- 2 members named by the CHJ or designate at the briefing session of the event in question.

Should one of the members be involved in a concern, they would be deemed in a conflict of interest and the remaining members would manage the concern and the PM-WAG could be made available upon request to fill the responsibility.

## 7.2 FORMAT FOR RAISING A CONCERN TO JEX

Concerns must be presented to the Chair of the JEX (Canadian Head Judge) during the event

in question. The form must be submitted a maximum of 48 hours following the event. Concerns can be submitted by email using the form [in appendix](#). Form must be fully completed in order for the JEX to consider.

#### **Timeline for response**

1. The judge shall be informed as soon as possible that a concern has been received and if the JEX requires more information, a member will reach out.
2. The JEX will communicate with the other judge involved in the concern to receive their perspective on the concern.
3. The facts and circumstances will be reviewed by JEX and a recommendation, via consensus, will be reached
4. A written summary of the circumstances and a recommendation from the JEX will be forwarded to all parties and the PM WAG
5. A judging specific sanction may be implemented by the JEX.

Where a concern has been registered and the matter has been reviewed and addressed, this information and the rationale for the course of action will be provided as information to the judges as a group.

The judge who registered a concern can expect a timely response particularly in cases where the concern is presented verbally. In other instances, the judge should receive, in writing, a timely explanation of the review and decision. Where possible this information should be made available to other judges either in writing or at a subsequent meeting.

### **7.3 SANCTIONS FOR CONCERNS MANAGED BY JEX**

After review and deliberation of a concern, the JEX may recommend that a concern warrants a formal complaint to be dealt with and reviewed by Gymnastics Canada.

#### **Judging Specific Sanctions**

Fault by the judge will result in the following:

1. First Time Fault: Error in judgment will be pointed out to the judge and a warning issued along with directions/suggestions for improvement.
2. Second Time Fault: Error in performance will be pointed out to the judge, and depending on the severity of the situation, sanctions will be imposed.
3. Repeated Faults: Judges who repeatedly show major errors in performance will be liable for suspensions for various time periods depending on the situation. Continued errors by the judge may result in temporary or permanent removal of certification. A written summary of the concern and the resolution will be filed at the GYMCAN office.

### **7.4 FORMAL COMPLAINTS – OUTSIDE OF THE JEX**

All members of Gymnastics Canada have the ability to file a formal complaint with Gymnastics Canada when there are concerns of possible violations of the Gymnastics Canada *Code of Ethics and Conduct* and/or the *Abuse, Maltreatment and Discrimination Policy* by

another member (e.g., coach, judge, athlete, team personnel): <http://gymcan.org/gymnastics-canada/policies>.

Types of complaints submitted to Gymnastics Canada may include, but are not limited to:

- Abuse
- Maltreatment
- Harassment
- Discrimination
- Bullying
- Hazing
- Concerns for Athlete Welfare and Safety

If you have a reasonable suspicion that a child or youth is in immediate danger or risk, or is the victim of any form of abuse or neglect, please contact your local authorities or 911. Reports of imminent danger, abuse, or neglect that do not involve minors may also be reported to local authorities. For more information and resources related to reporting, please visit the following: <http://gymcan.org/programs/safe-sport/reporting>.

For national team and Gymnastics Canada events/activities related concerns, please complete the [\*Gymnastics Canada Complaint Submission Form\*](#) to the best of your ability and submit to the Director, Safe Sport - Ellen MacPherson at [emacpherson@gymcan.org](mailto:emacpherson@gymcan.org).

An individual who files a complaint has the following responsibilities:

- To report the incident(s) as soon as possible, especially if their safety and/or the safety of others is at risk;
- To provide as much detail as possible about the alleged conduct, including the date, time, and location of the incident(s), the name of the person alleged to have engaged in misconduct, details of what happened and/or what was said, names of any witnesses, description of action taken (if any), and copies of any documents that may be relevant, such as, a letter, email, or note that pertains to any matter in issue;
- To cooperate fully in the investigation and resolution of any concerns, incidents, and complaints;
- To uphold the strict confidentiality of all individuals involved in the matter; and,
- To refrain from knowingly submitting a false, malicious, or vexatious report of misconduct or complaint to Gymnastics Canada.

For more information about the complaint process, please consult the Gymnastics Canada's *Complaints and Discipline Policy and Procedures*.



## WAG – CONCERN

**Event:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Completed by:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Description of the concern:** \_\_\_\_\_

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**What was attempted to resolve the concern and what was the outcome. If nothing was attempted, please tell why:** \_\_\_\_\_

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**Desired Outcome:** \_\_\_\_\_

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**Received by:** \_\_\_\_\_

**Resolution:** \_\_\_\_\_

**Transmitted to GymCan (date):** \_\_\_\_\_





**B) PROTESTS – Please attach a copy of all completed protest forms to the back of this report. A copy of each protest form must also be submitted to the PM at the end of each session. The club/coach will be invoiced \$60 by GymCan for each protest that is processed and denied.**

Event	Athlete/ Province	Basis	Result	Fee to be collected

**C) INCIDENTS AND PROBLEMS**

**D) GENERAL COMMENTS AND RECOMMENDATIONS**

**E) Please use this checklist to ensure that all relevant documents have been included with this report:**

- a copy of the order of passage including all scratches
- a copy of the official final results of this session
- a copy of all protest forms
- any other relevant documents

**Canadian Head Judge/or Designate:**

Name \_\_\_\_\_ Signature \_\_\_\_\_

**Competition Head Judge:**

Name \_\_\_\_\_ Signature \_\_\_\_\_

**Please file this report in the Canadian Head Judge Binder.**



## CANADIAN HEAD JUDGE REPORT

<b>Event:</b>	
<b>Venue</b>	
<b>Location:</b>	
<b>Date:</b>	
<b>Completed by:</b>	

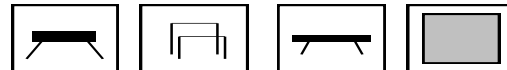
1. **GENERAL (including CHJ/ACHJ and Competition HJ assignments)**
2. **VENUE AND EQUIPMENT**
3. **SCORING**
4. **RULES / TECHNICAL MODIFICATIONS / CANADIAN MODELS**
5. **COMPETITION SCHEDULE AND OBSERVATIONS**
6. **JUDGING MATTERS (Behaviour / Rules / Program Documents)**
7. **SITUATIONS NOT COVERED BY THE CURRENT REGULATIONS**
8. **COACHING MATTERS**
9. **VIDEO REVIEWS AND PROTESTS / APPEALS**
10. **LOGISTICS AND HOSTING**
11. **OTHER**
12. **ACKNOWLEDGEMENTS (including major LOC, key volunteers, scoring, others)**



# WAG PROTEST FORM - FORMULAIRE DE PROTÊT GAF

Athlete #: \_\_\_\_\_ Name / Nom: \_\_\_\_\_

Category/Catégorie :	Competition Date/Date de Compétition:



**High Performance:**

D Score / Note D \_\_\_\_\_ E Score / Note E: \_\_\_\_\_ Neutral deductions: \_\_\_\_\_

**Canadian Junior Olympic:**

Start Value: \_\_\_\_\_ Neutral deductions: \_\_\_\_\_ Final Score: \_\_\_\_\_

Reason for Protest / Justification du protêt:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Time / Heure: \_\_\_\_\_

Received by / Reçu par: \_\_\_\_\_ Time / Heure: \_\_\_\_\_

**Accepted / Accepté:**

**Denied / Refusé:**

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

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature, Function / Fonction

\_\_\_\_\_  
Time / Heure

**The competition head judge must receive a copy of the completed form before it is returned to the person who signed the protest.**

**Le juge en chef de compétition doit recevoir une copie du formulaire complété avant qu'il soit remis au demandeur.**

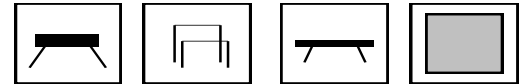




## WAG – REQUEST BY THE COMPETITION JURY FOR RECONSIDERATION DEMANDE DE RECONSIDÉRATION PAR LE JURY DE COMPÉTITION – GAF

Athlete #: \_\_\_\_\_ Name / Nom: \_\_\_\_\_

Category/Catégorie :	Competition Date/Date de Compétition:



**High Performance:**

D Score / Note D \_\_\_\_\_ E Score / Note E: \_\_\_\_\_ Neutral deductions: \_\_\_\_\_

**Canadian Junior Olympic:**

Start Value: \_\_\_\_\_ Neutral deductions: \_\_\_\_\_ Final Score: \_\_\_\_\_

Competition Jury's rationale / Justification du Jury technique:

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Signature: \_\_\_\_\_

Time / Heure: \_\_\_\_\_

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Received by / Reçu par: \_\_\_\_\_

Time / Heure: \_\_\_\_\_

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Comments including rationale for decision of Judging Panel / Commentaires incluant la justification de la décision du panel de juges :

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

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Revised D Score / Note D révisée: \_\_\_\_\_ Revised E Score / Note E révisée: \_\_\_\_\_

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Signature

Function / Fonction

Time / Heure

**The PM must receive a copy of the completed form before it is returned to the person who signed the appeal.**

**La GP doit recevoir une copie du formulaire complété avant d'être retourné au demandeur.**



## JUDGES INTERNATIONAL COMPETITION REPORT FORM

This report must be received within five (5) days of your return at the national office, c/o the Program Manager-WAG. Please attach or send a copy of the individual judges' scores when available.

<b>Competition name:</b>	
<b>FIG Sanction number:</b>	
<b>Date (arrival to departure)</b>	
<b>Location (country, city, venue)</b>	
<b>Canadian Athletes:</b>	
<b>Canadian Coaches:</b>	
<b>Canadian Judges:</b>	
<b>CAN Head of delegation:</b>	
<b>If team competition, state format: (6-5-4, for ex.)</b>	

### Competition Information

<b>Number and list (abbreviation) of countries:</b>	
<b>Number of athletes:</b>	
<b>Number of judges:</b>	

### Your Assignments (attach complete panels for the event)

DATE	COMPETITION	APPARATUS	FUNCTION

### TRAINING (Canadian team and other teams)

DATE	TRAINING TIME	Did you attend / How did you work with the team(s)

**ON-SITE OBSERVATIONS**

- Overall organization of the competition (travel, ground travel, accommodation, meals, socials, schedule, training and competition conditions – venue, quality of equipment, etc.)
- Assessment of future attendance to this event
- Other relevant information

**PERFORMANCE OF THE CANADIAN ATHLETES**

- State of preparation and health of Canadian athletes
- Performance at training / competition, results
- Other relevant information

**JUDGING**

- Evaluation of the competition from a judging perspective
- Evaluation of judging (in general)
- Performance analysis (your judging on your apparatus)
- Information about the judge's briefing session / meetings
- New Code of Points interpretation
- New elements submitted and values assigned
- Unusual situations, problems, incidents
- FIG WTC member in attendance

Submitted by: \_\_\_\_\_

Date: \_\_\_\_\_

## GYMCAN NATIONAL JUDGES' ASSESSMENT FORM

(September 2019)

### PURPOSE OF THE ASSESSMENT

The assessment is designed to be an important and essential tool for both the Assessed Judge and the Assessor. The assessment process provides:

- An evaluation tool and a learning tool and a practical learning experience for further improvement.
- A standardized system to ensure the Judges meet the requirements and the objectives of the Women's Judges' Program, which in turn provide an opportunity for the program to make appropriate changes.
- An opportunity for the Judges to evaluate their judging skills and knowledge.
  - An opportunity to give objective information about each Assessed Judge's judging abilities and areas of excellence, as well as areas for growth.
  - An opportunity to incorporate the entire assessment experience and set realistic personal goals within the National Judges System.

### ASSESSMENT PROCEDURES FOR BOTH ASSESSED JUDGES AND ASSESSORS

1. The assessment is an educational tool to identify the Judge's strengths and areas for growth. The process should evaluate with accuracy the Judge's abilities to perform his / her judging task.
2. The Head Judges as well as the Assessors must help to keep a relaxed atmosphere at all times in order to ensure that additional stress factors are kept to a minimum.
3. JO 10 judges will be assessed as Chief judge or Panel judges at an approved provincial JO 9/10 competition. Please take into consideration, this is an educational assessment and should not adversely affect the outcome of the competition. The judging position for the assessment should take into consideration the level of experience of the judge being assessed. There must be a minimum of 3 judges on the panel.
4. Assessed Judges are responsible for providing their own assessment form.
5. The assessments will be organized and coordinated by each Province. The assessor will give the information regarding assessments at the conclusion of the judges' meeting. The general information and instructions for Assessed Judges and Assessors will be reviewed at this time to avoid any misunderstandings.
6. The Assessed Judge must complete the self-evaluation portion of the assessment form prior to the judges' meeting for the assessment session.
7. The Assessors **MUST** meet with the assessed Judges prior to the judges' meeting to review the assessment form and clarify any additional concerns. The assessed Judge is responsible to review the form and to ask questions if needed to the Competition Head Judge or the Assessor, to insure all information is clear and fully understood before the assessment takes place.

8. Each Assessor must meet with the assessed Judge immediately after the competition used for the assessment to collect the judging sheets. All judges must have completed the assessment process and know their final score before leaving the competition floor.
9. Once the assessment is completed, the Assessed Judge must be informed of the result, sign the assessment form and receive a copy of the form along with their judging sheets.
10. “Written Breakdown” is defined as the appropriate deduction listed beside the breakdown on the judging sheets. The Assessor must be able to add up all deductions on the judging sheets and match the total deductions the Assessed Judge has indicated. A Judge being assessed is not expected to write out the words for each deduction.
11. The Assessor will mark each section with a  $\checkmark$  or an x and provide written comments for any areas marked with an x.
12. The routines will be drawn randomly by the Competition Chief Judge and given to the Assessor at the end of the competition. At no time will the Assessed Judge know what routines will be marked.
13. At the end of the assessment, the Assessor will make a judgement as to the result of the assessment based on all of the areas assessed and the discussion with the assessed Judge.
  - a) If the assessment is successful, the judge is recommended to upgrade.
  - b) If the assessment is not successful, but the assessor and the assessed judge are in agreement with the result, the judge is not recommended to upgrade. (For Provincial JO10 Judges
  - c) If the assessment is not successful, and the assessor and the assessed judge do not agree with the result, the assessor will forward all of the judging sheets (those of the assessed judge and those of the assessor) as well as the assessment form to the Provincial Assessment Coordinator who will determine the final result of the assessment.



## GYMCAN NATIONAL JUDGES' ASSESSMENT FORM

(September 2019)

**Assessed Judge:** \_\_\_\_\_

**Assessor:** \_\_\_\_\_

**Competition:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Circle event:**                      Uneven Bars                      Beam                      Floor

### SELF-EVALUATION

To be completed by the Assessed Judge prior to start of the judges meeting for the assessment session.

Highlight or circle all that apply:

I feel I have the skills and knowledge required to successfully perform as a judge at my current level.

I feel there are things that I need to learn or improve upon in order to successfully perform as a judge at my current level.

I feel I am ready to move up to the next level.

I would prefer to stay at my current level and not upgrade at this time.

My strengths as a judge are:

The things that I would like to improve on as a judge are:

The evaluation will take into consideration the work, the knowledge and the behaviour of the judge before, during and after the competition.

<b>PROFESSIONALISM</b>			
<b>Uniform</b>	<b>√ or x</b>	<b>Conduct/Behaviour faults</b>	<b>√ or x</b>
- Meets requirements		Leaving apparatus without permission	
- Appropriate		Engaging in inappropriate conversation with coaches	
<b>Preparation</b>		Engaging in inappropriate or excessive discussion with other judges	
In possession of all current judging material		Seeking evaluation of own score with any panel member prior to submitting own score (indicate frequency)	
2018-2022 JO Optional Manual		Using improper terminology (during the session and during the assessment afterward)	
Equipment specifications		Submitting scores promptly (always prompt, prompt most of the time, slow with the panel)	
Technical regulations		<b>Comments:</b>	
<b>Punctuality</b>			
For judges meeting, panel meeting and on the gym floor			
<b>Eyes on gymnast (2 routines)</b>			
Number of eyes down on two randomly selected routines			

<b>Presentation of judge's work – look through the judging sheets as a whole and specifically at 5-10 routines to find the required items.</b>			
Gymnast's name or number clearly marked		Own score well indicated	
Order of rotation easily presented		Final score well indicated	
Start Value clearly indicated		Composition deduction well indicated and ability to justify	
Bonus well indicated			





<b>Working knowledge of the Code</b>		
Symbols (draw the correct symbol for any wrong, imprecise or absent symbols in the space provided)		
Wrong symbol	Imprecise symbol	Missing symbol
Values (indicate the skills which had no value indicated or which were credited the wrong value)		
No value	Wrong values	

<b>Routines – Randomly selected</b>	<b>#1</b>	<b>#2</b>	<b>#3</b>	<b>#4</b>	<b>#5</b>	<b>#6</b>	<b>#7</b>	<b>#8</b>
- Indicating SR's								
- Indicating series or bar change								
- Indicating neutral deductions								
- Use of proper terminology when discussing the routine								

<b>Application of code in line with panel</b>								
Breakdown/justification of artistry with rationale								
Appropriate artistry deduction for the routine								
Breakdown/justification of composition with rationale								
Breakdown/justification of specific execution deductions with rationale								
Appropriate composition and Specific Execution deduction for the routine								
Bonus Clearly indicated on judging sheets								
Appropriate execution deduction for the errors								
The difference between the assessed judge's original deductions and the average panel. Guideline: deductions may not exceed 0.2 (0.3 for bars).	Ave	Ave	Ave	Ave	Ave	Ave	Ave	Ave
	Own	Own	Own	Own	Own	Own	Own	Own
	Diff	Diff	Diff	Diff	Diff	Diff	Diff	Diff
Comments:								

SUMMARY OF ASSESSMENT	Excellent	Proficient	Limited
<b>Professionalism</b> <ul style="list-style-type: none"> <li>Communicates effectively and appropriately</li> <li>Uniform is appropriate</li> <li>Is punctual</li> <li>Behaviour is professional on the floor and in the judges' meetings</li> <li>Evaluates in an unbiased and objective manner</li> <li>Maintains eyes on the gymnast for the entire routine</li> </ul>	<ul style="list-style-type: none"> <li>Communicates clearly and effectively with panel judges</li> <li>Communicates clearly and effectively with coaches during inquiries.</li> <li>Uniform is appropriate</li> <li>Judge is punctual at all times.</li> <li>Judge exemplifies professional and unbiased behaviour.</li> <li>Judge maintains eyes on gymnast throughout the routine.</li> </ul>	<ul style="list-style-type: none"> <li>Communicates adequately.</li> <li>Uniform is mostly appropriate.</li> <li>Judge is punctual most of the time.</li> <li>Judge is generally professional and unbiased.</li> <li>Judge looks down 1-4 times in two routines.</li> </ul>	<ul style="list-style-type: none"> <li>Does not communicate adequately.</li> <li>Uniform is not appropriate.</li> <li>Judge was late for the judges meeting or the panel meeting or in between rotations and this had an impact on the competition.</li> <li>Professionalism requires improvement.</li> <li>Judge looks down more than 4 times in two routines.</li> </ul>
<b>Preparation and Organization</b> <ul style="list-style-type: none"> <li>Is prepared for the assignment</li> <li>Materials are organized and readily available</li> <li>Records are organized and legible</li> </ul>	<ul style="list-style-type: none"> <li>Is very prepared and organized.</li> <li>Records and materials are legible, precise and organized.</li> </ul>	<ul style="list-style-type: none"> <li>Is sufficiently prepared and organized.</li> <li>Records and materials are sufficiently legible and organized.</li> </ul>	<ul style="list-style-type: none"> <li>Lacks sufficient preparation and organization.</li> <li>Records and materials lack sufficient organization and clarity.</li> </ul>
<b>Skill identification and values</b> <ul style="list-style-type: none"> <li>Can identify all skills relevant to their level</li> <li>Credits appropriate value for the skills</li> <li>Can explain why a skill is not credited a specific value and the technical requirements of skills.</li> <li>Uses appropriate terminology when discussing skills and routines</li> </ul>	<ul style="list-style-type: none"> <li>Able to identify all relevant skills</li> <li>Credits appropriate values.</li> <li>Is able to clearly articulate why a skill was not credited</li> <li>Uses appropriate terminology.</li> </ul>	<ul style="list-style-type: none"> <li>Able to identify most relevant skills.</li> <li>Almost always credits appropriate values.</li> <li>Is able to explain why a skill was not credited</li> <li>Uses mostly appropriate terminology.</li> </ul>	<ul style="list-style-type: none"> <li>Able to identify some relevant skills.</li> <li>Sometimes credits appropriate values.</li> <li>Is not able to accurately articulate why a skill was not credited.</li> <li>Does not consistently use appropriate terminology.</li> </ul>
<b>Symbols</b> <ul style="list-style-type: none"> <li>Symbol notation is accurate</li> <li>Symbol notation is legible</li> </ul>	<ul style="list-style-type: none"> <li>There are no incorrect, imprecise and/or missing symbols</li> </ul>	<ul style="list-style-type: none"> <li>There are a few incorrect, imprecise and/or missing symbols</li> </ul>	<ul style="list-style-type: none"> <li>There are several or many incorrect, imprecise and/or missing symbols</li> </ul>
<b>Application of deductions</b> <ul style="list-style-type: none"> <li>Execution deductions are appropriate for the magnitude of the errors observed.</li> <li>Execution deductions are appropriate for the specific errors observed.</li> <li>Artistry deductions are applied appropriately for the routines.</li> </ul>	<ul style="list-style-type: none"> <li>Execution deductions are appropriate and precise for the magnitude of the errors observed</li> <li>Execution deductions are appropriate and precise for the type of errors observed.</li> <li>Artistry deductions are applied precisely for the routines.</li> <li>Composition deductions are applied precisely for the routines</li> </ul>	<ul style="list-style-type: none"> <li>Execution deductions are mostly appropriate for the magnitude of the errors observed</li> <li>Execution deductions are mostly appropriate for the type of errors observed.</li> <li>Artistry and composition deductions are applied mostly appropriately for the routines.</li> </ul>	<ul style="list-style-type: none"> <li>Execution deductions are often not appropriate for the magnitude of the errors observed or are inconsistent.</li> <li>Execution deductions are often inconsistent for the type of errors observed.</li> <li>Artistry and composition deductions are often not applied appropriately for the routines.</li> </ul>



<p><b>D panel abilities</b></p> <ul style="list-style-type: none"> <li>• Deals with inquiries effectively (listens to the inquirer, easiness, precise in transmitting pertinent information to inquirer)</li> <li>• Communicates with panel members (listening, leadership, effectiveness)</li> <li>• Communicates with minor officials (listening, leadership, effectiveness)</li> <li>• Deals with differences within the panel</li> <li>• Implements decisions</li> </ul>	<ul style="list-style-type: none"> <li>• Is a strong and effective leader.</li> <li>• Demonstrates excellent listening skills.</li> <li>• Is calm and effective when dealing with inquiries.</li> <li>• Deals effectively and appropriately with differences within the panel.</li> <li>• Effectively implements decisions.</li> </ul>	<ul style="list-style-type: none"> <li>• Is a mostly effective leader.</li> <li>• Demonstrates good listening skills.</li> <li>• Is mostly calm and effective when dealing with inquiries.</li> <li>• Deals mostly appropriately with differences within the panel.</li> <li>• Appropriately implements decisions.</li> </ul>	<ul style="list-style-type: none"> <li>• Requires more practice and experience to develop leadership abilities.</li> <li>• Does not listen effectively.</li> <li>• Is unsure, stressed and/or flustered when dealing with inquiries.</li> <li>• Has difficulty dealing appropriately with differences within the panel.</li> <li>• Has difficulty implementing decisions.</li> </ul>
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**Comments from Assessor (if necessary or desired, but not required since the above form is very detailed)**

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**Comments from Assessed Judge**

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**Result**

- Successful Assessment**
- Unsuccessful Assessment:** Based on this assessment, the assessor and the assessed judge agree that the assessed judge should concentrate on improving on the areas identified above.

**Date:** \_\_\_\_\_

\_\_\_\_\_  
Assessor's Signature

\_\_\_\_\_  
Assessed Judge's Signature



## BREVET JUDGES COMPETITION RECORD

JUDGE: \_\_\_\_\_ PROFILE: \_\_\_\_\_ YEAR: \_\_\_\_\_

PROVINCIAL MEETS	NATIONAL MEETS	INTERNATION ALL GYM CAN ASSIGNED	MEETS OTHER	VERIFICATION ACTIVITIES, ETC.	VOLUNTEER ACTIVITY	MEETINGS/ WORKSHOPS ATTENDED

**\*Indicate date, location & level of competition for each meet/activity listed**

International Meets - Other: e.g. Club Invitational, etc.

Verification Activities - include Control Tests, Training Camp observation etc. (specify)

Volunteer activity: e.g. Meet Director, Floor Manager, Minor Official, etc. At FIG level competitions.

Meetings/Workshops - include Brevet Judges council; code briefing sessions, etc.

Return to GymCan National Office by **June 30th** each season.

**Penalty for late submission:**

- \$25.00 Payable at time of late submission, up to August 31st.
- \$50.00 penalty - submitted September 1 – 30<sup>th</sup>
- \$100.00 penalty - submitted after September 30

The judge will not be eligible for assignment and/or funding to Elite Canada and/or additional competitions until records are received and applicable penalties paid.



## **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. Approved Provincial Activities should be listed below

Province: \_\_\_\_\_ P/T Judging Chairperson: \_\_\_\_\_

<b>Name of Brevet Judge</b>	<b>Provincial Activity</b>	<b>Provincial Activity</b>	<b>Provincial Activity</b>

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. For other activities please indicate the position held

**Return by June 30 to GymCan National Office**

## **CANADIAN MODEL JUDGES**

**Canadian Model Judges may be assigned on UB, BB, and FX in the Novice category.**

### **a) Seating Arrangements**

The MJ will sit next to the D2 (on the left side when facing the apparatus)

Thus, the judges at the head table are in line as follows:

**E3 – Secretary – D1 – D2 – MJ**

The other E judges (**E4 and E5**) will sit at a second table on the other side of the apparatus.

### **b) Model Judges Process**

Generally, each member of the panel must adhere to their responsibilities as outlined in the COP.

**The MJ is added to the panel for the sole purpose of applying the CM** thus should not be involved in panel discussions or decisions.

- the D and E judges will not engage the MJ in panel discussions
- the MJ will not interact with the panel nor become involved in panel considerations.

The D1 and the D2 together have the responsibility of determining the D score and thus they determine the DV and CV and CR.

The D panel (D2) must relay information to the MJ as it is required for the MJ to compute the Model Bonus, CM deductions and E score bonus.

The D2 will inform the MJ if skills and/or connections or composition requirements are not credited.

The MJ will enter the CMB, deductions and E-Score bonus on the tablet if that is possible. Otherwise the MJ will do this verbally via telling the D1/secretary.

If there are no secretaries –the MJ can sit next to the D1 and do all data entry (D-Score, CMB/deductions, time/line) and D1 and D2 would only enter their E scores. The D1 would still be able to review the information on the MJ tablet before the final score is released.

Since calculating the CMB, CM deductions and E score bonus is their only responsibility, the MJ should be able to calculate these components quickly and accurately.

We recommend that the D1 accepts the CMB and other MJ reports as submitted and not re-calculated for every routine.

If there is an error in the CMB or element of the Model, then the coach may make an inquiry.

**c) Review and Reporting**

Each MJ is requested to review their work at the end of each rotation.

At the end of the competition session, the MJ is required to complete a Report form (to be submitted to Helen Laliberté).

**d) Model judge Process**

1. D1-D2  FIG D score

D1-D2 come up with the FIG D score and inform the Model judge;

The model judges will not intervene in the discussion

2. Model Judge  CM bonus

The Model judge tells the Canadian model bonus;

MJ should give the CMB with a breakdown to validate each bonus

3. D2  Flash CAN D score

4. D1 confirm E

5. The D1 confirm the E score and inform Model Judge

6. Model Judge  Flash E score Bonus

7. At the end of rotation Model judge review own work and confirm no mistake was done on his/her part

8. If a coach wishes to inquire about the CMB, the inquiry goes to the D1. The inquiry will be taken care of by the D1-D2 and if needed the Model Judge will be consulted.