

## APPENDIX 4

**ORGANIZATION AND  
PROCEDURE FOR THE FITA JUDGE COMMITTEE****PREAMBLE:**

FITA organization for Judges includes:

- FITA Judges, composed of:
  - FITA International Judges (FITA-IJs)
  - FITA Judge Candidates (FITA-JCs)
  - FITA Youth Judges (FITA-YJs)
- Continental Judges (CJs)
- National Judges (NJs)

**1 FITA INTERNATIONAL JUDGES (FITA-IJs)**

1.1 FITA **International Judges (FITA-IJ)** are active judges, who have an adequate knowledge of English, appointed according to art.12.1 and fulfilling the requirements listed in art. 12.2 of this appendix.

1.1.1 *FITA-IJs are eligible to serve at FITA World Championships and, with the limitations specified in art. 13.2, at the Olympic Games. They can serve also at Continental Championships, FITA World Ranking tournaments, tournaments that are valid for FITA Performance Awards and World Records and all other tournaments conducted under FITA rules.*

1.1.2 *No Member Association may have more than four FITA-IJs, except for the cases provided by art. 12.1.3.*

1.1.3 *The maximum number of FITA-IJs is defined by Council yearly in consultation with the FITA Judge Committee.*

**2 CONTINENTAL JUDGES**

2.1 All Continental Associations may train and approve **Continental Judges (CJ)**.

2.1.1 *Continental Judges are eligible to serve, with the limitations specified in art. 13.3, at Continental Championships, at FITA World Ranking tournaments and all other tournaments shot under FITA rules.*

# BOOK 1

## FITA CONSTITUTION AND RULES

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- 2.1.2 *Each Continental Association will accredit its own Continental Judges.*
- 2.1.3 *Training and approval procedures will comply with the instructions of the FITA Judge Committee to ensure consistency in judging in tournaments shot under FITA rules.*
- 2.1.4 *Applications for Continental Judge must be submitted to the relevant Continental Association on behalf of the applicants by their Member Associations. Member Associations may only recommend to the Continental Association for Continental Judge examination Judges who have been accredited as National Judges for a minimum of two years.*
- 2.1.5 *The Continental Associations will arrange, on a regular basis, seminars for nationally recommended applicants to be examined for Continental Judge status. Member Associations may request these seminars. The seminars will be run in one of FITA's official languages or in a language widely spoken in that Continental area.*
- 2.1.6 *The Continental Association will define the length of the accreditation period, the age limit (if any), and the requirements necessary for the re-accreditation.*

### 3 FITA JUDGE CANDIDATES (FITA JCs)

- 3.1 *Continental Judges who have attended a course organized by the FITA Judge Committee and passed the relative exam (as per article 7) may obtain the FITA accreditation as specified in art. 6. and be referred to as FITA Judge Candidates (FITA-JCs). Upon having FITA accreditation they are eligible to serve at FITA World Championships.*

### 4 FITA YOUTH JUDGES (FITA-YJs)

- 4.1 FITA Youth Judges (YJs) are active judges who comply with the requirements of Article 8 and who are selected by the FITA Judge Committee for appointment as FITA Youth Judges.
- 4.2 FITA Youth Judges shall be eligible for appointment to serve at FITA Youth Championships, Youth Olympics and other Invitational Youth events sanctioned by FITA .

### 5 NATIONAL JUDGES

- 5.1 All Member Associations must train and approve **National Judges (NJ)**.

- 5.1.1 *National Judges are eligible to serve, with the limitations specified in art. 13.4, at FITA World Ranking tournaments. They can serve also at tournaments that are valid for FITA Performance Awards and World Records.*
- 5.1.2 *Each Member Association will accredit its own National Judges.*
- 5.1.3 *Training and approval procedures will comply with the instructions of the FITA Judge Committee to ensure consistency in judging in tournaments conducted under FITA rules.*

## **6 FITA JUDGES ACCREDITATION (FITA-IJs and FITA-JCs)**

6.1 The FITA Judge Committee is responsible for the accreditation of FITA Judges (FITA-IJs and FITA-JCs).

- 6.1.1 *The period of FITA accreditation for FITA Judges (FITA-IJs and FITA-JCs) is from the end of the Outdoor Target World Championships held in the year before the Olympic Games to the end of the next Outdoor Target World Championships held in the year before the Olympic Games except for the first accreditation that starts from the date of approval of the judge's examination and expires at the natural end of the accreditation term. Accreditation may be withdrawn before its natural end according to art. 11.*
- 6.1.2 *The FITA Judge Committee will be responsible for the renewal of FITA accreditation. After the initial accreditation, all FITA Judges' activity will be reviewed and they will be considered for renewal of the accreditation at the end of the accreditation term.*
- 6.1.3 *The FITA Judge Committee will be responsible for regularly training and updating FITA accredited Judges through the publication of the "FITA Judges Newsletter", the organization of conferences and seminars, and by means of other appropriate systems.*
- 6.1.4 *A member of the FITA Judge Committee (FITA Judge Committee Observer) will be present on the competition venues of all of the FITA championships as observer in order to study judging procedures and FITA accredited Judges' performances. These duties will be carried out in co-operation with the Chairperson of the Tournament Judge Commission. The competition area where the FITA Judges Committee Observers have access will be agreed with the FITA Technical Delegate, the Chairperson of the Tournament Judge Commission and the Chairperson of the Organizing Committee. The members of the FITA Judge Committee are allowed as observers at the competition venues of the World Ranking Tournaments and all other FITA recognised events.*
- 6.1.5 *The FITA Judge Committee may delegate other experienced persons to act as FITA JC Observers. These delegates shall not be FITA accredited Judges.*

6.1.6 *Judges who have retired or who have not been re-accredited because of inactivity may ask to be re-instated as FITA-IJs (or FITA-JCs, as applicable) following the procedure of article 7.*

6.1.6.1 *The Judge Committee will review the application and, depending on the period and the reasons for the inactivity, decide if the applicant must attend a training seminar and/or pass a re-accreditation test.*

## 7 **FIRST ACCREDITATION FOR FITA JUDGE CANDIDATES (FITA-JCs)**

7.1 Member Associations may only recommend experienced National Judges to the FITA Judge Committee for FITA Judge Candidate examination.

7.1.1 *The applicants must have been accredited as a National Judge for a minimum of three years.*

7.1.2 *The applicants must be accredited as a Continental Judge.*

7.1.3 *The applicants must have an adequate knowledge of English.*

7.1.4 *The applicant must have served in at least one tournament valid for the World Ranking or in other major tournaments sanctioned by a Continental Association with a positive evaluation of the Chairperson of the Tournament Judge Commission.*

7.1.5 *The applicant must not be older than 65 years.*

7.2 Applications for FITA Judge Candidates must be submitted to FITA on behalf of the applicants by their Member Associations. Member Associations may obtain application forms from the FITA Office.

7.2.1 *The applications must be countersigned by the applicant and the relevant Continental Association.*

7.2.2 *Applications must indicate: name of Member Association; name, gender, birth date and nationality of the applicant; the seminar to which the application refers, official language(s) of FITA spoken, date when appointed National Judge and date when appointed Continental Judge.*

7.2.3 *The application must report the applicant's experience at tournaments mentioned in art. 7.1.4.*

7.2.4 *By signing the form, the Continental Association certifies that the applicant received a positive evaluation by the Chairperson of the Tournament Judge Commission of the tournaments where he/she was in duty (art. 7.1.4).*

7.3 The FITA Judge Committee will arrange on a regular basis seminars for nationally recommended applicants to be examined for obtaining the FITA Judge Candidate Status. Member Associations may request these seminars, and these requests will be coordinated by their Continental Associations. The seminars will be run in English.

7.3.1 *A written examination will be given to all eligible applicants at the completion of the seminar. The evaluation of the applicants*

*will be based on the quality of their oral contribution to the seminar, and on the written examination.*

7.3.2 *The FITA Judge Committee will notify all officially registered applicants the results through their Member Associations (with a copy to their Continental Associations).*

7.4 The examination board will be present for the entire seminar and will be formed by two members of the FITA Judge Committee. Failing the availability of two members of the FITA Judge Committee, one of them could be replaced by the Continental Liaison officer or by a member of the Constitution and Rules Committee, the Target Archery Committee or the Field Archery Committee. The Judge Committee will be responsible for such an appointment.

7.5 Applicants passing the seminar examination will remain **FITA JCs** for at least two years and until they have successfully served at international events recognised by FITA and where **FITA-IJs** are in control.

7.5.1 *The candidates are subject to the FITA Judge Re-Accreditation procedure.*

7.5.2 *The procedure to be re-appointed at the end of an accreditation term is the same of FITA-IJs and is reported in art. 9 and following.*

7.5.3 *The procedures to obtain the FITA-IJs status is detailed in art. 12.1.*

## **8 FITA YOUTH JUDGE ACCREDITATION**

8.1 The FITA Judge Committee may invite Member Associations to nominate suitable individuals who comply with the requirements of Article 8.2 for consideration by the FITA Judge Committee for inclusion in a list of persons eligible for appointment as FITA Youth Judges.

8.2 In order to be eligible for consideration for appointment as a FITA Youth Judge, a candidate must comply with the following requirements:

8.2.1 *Be above the age of 18 years and under the age of 30 years at the time of nomination to the FITA Judge Committee;*

8.2.2 *Be an accredited National Judge or have been an archer on international level (Olympics/World Championships) and be recommended by his or her Member Association;*

8.2.3 *Have an adequate knowledge of English;*

8.2.4 *Have attended a course organised by the FITA Judge Committee and passed the relevant examination.*

8.3 The FITA Judge Committee may in its absolute discretion, from the list referred to in Article 8.1, appoint FITA Youth Judges. In making any such appointment, the FITA Judge Committee may, in addition to any other matter it considers relevant, take into account the existence of any FITA goals or policies relating to geographical distribution or gender equity.

8.4 The number of persons to be included in the list compiled pursuant to Article 8.1 and the number of persons to be appointed as FITA Youth Judges shall be as determined from time to time by the FITA Judge Committee, subject to any direction by FITA Council.

## 9 **FITA JUDGE RE-ACCREDITATION (FITA-IJs and FITA-JCs)**

9.1 Re-appointment at the end of an accreditation period depends on fulfilling the following requirements:

9.1.1 *Regularly responding to the mandatory retraining questions (case studies) contained in each issue of the official FITA Judges Newsletter.*

9.1.2 *Making themselves available for at least one Judge duty in FITA Championships or Games Tournaments with FITA participation or FITA World Ranking Tournaments every two years.*

9.1.3 *Completing and returning, within the deadline announced, the "Judge re-accreditation" application sent by the FITA office to all FITA accredited judges (FITA-IJs and FITA-JCs) at least 60 days before accreditation expires. The application must be supported by the Member Association and the Continental Association of the applicant.*

9.1.4 *Pass a re-accreditation test run by the FITA Judge Committee in the last year of the accreditation period and at least 60 days before accreditation expires. The test is composed of two parts:*

- *a written open-book examination; this part is aimed to verify that the rules knowledge is updated and that the judge is able to enforce the FITA rules in real situations and according to the FITA Judge Committee approved procedures;*
- *the analysis of the reports by the Chairperson of the Tournament Judge Commissions where the judge was in duty and by the FITA **Judge Committee** Observers when present; this part is aimed to verify the actual performance of the judge in the competition.*

9.1.5 *Judges failing the first part of the test (written examination) but passing the second part will be immediately notified of the result by the FITA Judge Committee; these judges may request (within the deadline announced in the notification) to be subjected to a second written open-book examination. This possibility does not apply if the judge concerned has already used the same possibility in the previous re-accreditations.*

9.1.6 *Attending at least one Judge Conference organized or approved by the FITA Judge Committee within the accreditation period.*

9.2 Re-accreditation will be denied to **FITA-IJs** who are determined as being inactive, do not apply for re-accreditation or do not pass the re-accreditation test.

- 9.2.1 *The same applies to FITA-JCs.*
- 9.2.2 *The judges to whom the FITA judge accreditation has not been renewed will be notified by the FITA Office (with a copy to his/her Member Association and Continental Association).*
- 9.3 An appeal against the denial of re-accreditation may be lodged with FITA Council.
- 9.3.1 *The person, the Member Association or the Continental Association concerned should direct this request through the Secretary General of FITA.*
- 9.3.2 *The appeal must explicitly refer to the procedure that supposedly has not been properly applied in denying accreditation. The appeal cannot refer to the technical evaluation for which the FITA Judge Committee is responsible.*
- 9.3.3 *Upon request, the FITA Judge Committee will supply to FITA Council, activity records and reports for any person whom the Judge Committee denies re-accreditation.*

## **10 FITA YOUTH JUDGE APPOINTMENT AND RE-APPOINTMENT**

- 10.1 The period of accreditation for FITA Youth Judges shall be as for FITA International Judges and FITA Judge Candidates, (See Article 6.1.1);
- 10.2 No person shall be eligible for reappointment as a FITA Youth Judge after the expiration of the year during which they attain the age of 30 years.
- 10.3 Appointment as a FITA Youth Judge shall not confer on the appointee any status or preference other than that of the appointment itself. In particular, a FITA Youth Judge seeking appointment as a FITA International Judge or a FITA Judge Candidate must independently comply with the full requirements of this Appendix 4 for any such appointment.
- 10.4 The requirements for re-appointment as a FITA Youth Judge shall be those set out in Article 9 except that the tournaments for which the candidate shall have offered themselves as set out in Article 9.1.2 shall be those set out in Article 4.2.

## **11 WITHDRAWAL OF FITA JUDGE ACCREDITATION (FITA IJs and FITA-JCs)**

- 11.1 Noncompliance with Articles 9.1.1 and 9.1.2.
- 11.1.1 *As soon as a judge fails to comply with the requirements specified in articles 9.1.1 and 9.1.2, he/she will be notified by the FITA Judge Committee with a "warning of inactivity" (with a copy to his/her Member Association and Continental Association) ask-*

*ing the reasons for his/her inactivity and for a declaration that he/she wants to continue as a FITA Judge. The FITA Judge Committee will review the case again after 90 days of the notification being sent, taking into consideration the documentation received from the Judge concerned. If the Judge Committee confirms its previous decision of inactivity, the Judge will be notified that his/her FITA accreditation is withdrawn effective immediately. Copies of this letter will be sent to his/her Member Association and Continental Association.*

11.1.2 *An appeal against the withdrawal of the FITA judge accreditation may be lodged with FITA Council with the same procedures of art. 9.3.*

### 11.2 Age limit

11.2.1 *The FITA Judge (FITA IJ and FITA CJ) accreditation expires at the end of the year when the judge becomes 65 years old*

## 12 SPECIAL REQUIREMENTS

### 12.1 Appointment to FITA-IJ

12.1.1 *The upgrading of a FITA-JC to FITA-IJ depends on fulfilling the following requirements:*

- *Be a position vacant (as per arts. 1.1.3 or 12.1.3); the vacancy is announced in the official FITA Information and/or in the FITA web site.*
- *Be requested by the Continental Association; the request must be countersigned by the judge and his/her Member Association.*
- *Fulfill the criteria for the FITA-IJ status detailed in art.12.2*

12.1.2 *The FITA Judge Committee will select the persons to be appointed according a comparative analysis taking into account:*

- *the grade of fulfilling the requirements of art. 12.2*
- *the existence of FITA goals or policies concerning the geographical distribution or gender equity.*

12.1.3 *The limit of art. 1.1.2 may be increased up to 6:*

- *in case of the FITA-IJ to be appointed is a woman;*
- *for Member Associations, to be identified by FITA Council, hosting a large number of international events, and having a large number of active archers.*

### 12.2 Requirements for the FITA-IJ status.

12.2.1 *At the first upgrading process and at the re-accreditation process,—the FITA Judge Committee will verify if the FITA-IJs fulfill the requirement listed in this article. If failing, he/she loses the FITA accreditation*



12.2.2 *To maintain the FITA accreditation , a FITA-IJ must fulfill the following requirement:*

- *To have served in FITA Championships, Games with FITA participation, FITA World Ranking Tournaments or other events of an international standard acceptable to the FITA Judges Committee, in the last four years;*
- *To have responded with good quality replies to all of the mandatory retraining questions (case studies) contained in each issue of the official Judges Newsletter in the last two years;*
- *To have received a good evaluation in the last re-accreditation test;*
- *To have received a good evaluation by the Observer in charge of the Championships or Games in the previous four years;*
- *Be supported by the Continental Association.*

12.3 To be eligible to serve at the **Olympic Games**, or to be appointed as the chairperson of the Tournament Judge Commission at World Championships and at Games, a **FITA-IJ** must fulfill the following requirements:

12.3.1 *To have been accredited for at least 5 years;*

12.3.2 *To have served in FITA Championships, Games with FITA participation, FITA World Ranking Tournaments or other events of an international standard acceptable to the FITA Judges Committee, in the last four years;*

12.3.3 *To have responded with high quality replies to all of the mandatory retraining questions (case studies) contained in each issue of the official Judges Newsletter in the last two years;*

12.3.4 *To have received a high-level evaluation in the re-accreditation test;*

12.3.5 *To have received a high-quality evaluation by the Observer in charge of the Championships or Games in the previous two years.*

12.4 **FITA Officers**

12.4.1 *Members of the FITA Judge Committee who are FITA-IJs (or FITA JCs) at the moment of the appointment in the Committee will be ex-officio FITA-IJs (or FITA JCs, as applicable). However they are not requested to serve in the FITA Championships except in exceptional cases. After their term of office is over, they could be re-instated at their request in their previous full FITA-IJ (or FITA JC, as applicable) status regardless of the limitations of arts. 1.1.2-1.1.3. and of the requirement of the 1<sup>st</sup> bullet of art. 12.2.2.*

12.4.2 *Members of any other Permanent Committee or other FITA elected Officers in possession of a FITA accreditation for judges are requested to fulfill art.s 9-12 if they wish to serve FITA as judges. At their request, they may be considered ex-officio FITA-*

*IJs (or FITA-JCs, as applicable) and then they will not be requested to fulfill any requirements during their term as FITA Officials nor can they serve in any tournament as a FITA judge. When their term of office is over, they could be re-instated at their request in their previous FITA-IJ status regardless of the limitations of art.s 1.1.2-1.1.3. and of the requirement of the 1<sup>st</sup> bullet of art. 12.2.2, or in the FITA-JC status, as applicable.*

### 13 COMPOSITION OF THE TOURNAMENT JUDGE COMMISSIONS

#### 13.1 FITA World Championships.

*13.1.1 All members must be FITA Judges (FITA-IJs or FITA-JCs), with no more than five (5) Judge Candidates (JCs). The Chairperson must be a FITA-IJ fulfilling the requirements of art. 12.3.*

#### 13.2 Olympic Games.

*13.2.1 All members and the Chairperson must be FITA IJs fulfilling the requirements of art.12.3*

#### 13.3 Continental Championships.

*13.3.1 All members must be FITA Judges (FITA-IJs or FITA- JCs) or Continental Judges (CJs), with no more than 50 % Continental Judges (CJs). The Chairperson must be a FITA-IJ or a FITA-JC*

#### 13.4 FITA World Ranking Tournaments.

*13.4.1 At least the Chairperson and one member must be FITA IJs or FITA-JC.*

#### 13.5 Other Games and International Tournaments organized by other International Federations in co-operation with FITA

*13.5.1 The requirements to be fulfilled will be decided in agreement with the relevant body of the organising Federation.*

### 14 REPORTS TO FITA

#### 14.1 Confidential reports to FITA concerning the performance of judges.

*14.1.1 In addition to the report as per Book 1; Chapter 3; art. 3.11.5, the Chairperson of the Tournament Judge Commissions at the tournaments quoted in articles 10.1 and 10.2 must submit a report to FITA on the performance (knowledge, ability and attention to the rules and procedures of FITA) of the members of the commission they chaired. These reports are to be considered confidential and may be circulated only within the FITA Judge Committee and archived in the FITA office. Guidelines for preparing the report will be issued by the FITA Judge Committee.*

*14.1.2 The Chairperson of the Tournament Judge Commission of tournaments listed in articles 13.3-13.5 must submit a report to FI-*

*TA, on the performance (knowledge, ability and attention to the rules and procedures of FITA) of the FITA-JCs and FITA-IJs present in the commission they chaired. These reports are to be considered confidential and may be circulated only within the FITA Judge Committee and archived in the FITA office. Guidelines for preparing the report will be issued by the FITA Judge Committee.*

*14.1.3 The Observer from the FITA Judge Committee, when present, will submit a technical report to FITA as per art. 6.1.4 according to guidelines published by the FITA Judge Committee. The Tournament Judge Commission must be informed of the presence of the observer from the FITA Judge Committee. These reports are to be considered confidential and may be circulated only within the FITA Judge Committee, the FITA Council and, for the part concerning the individual judges, to the judges concerned. They are archived in the FITA office.*

## **15 HONORIFIC TITLES**

15.1 FITA recognises also the following permanent honorific titles:

- Judge Emeritus (JE)
- Honorary Judge (HJ)
- Judge Committee Award for Judges (JCA)

The procedures for awarding them are specified in articles 15.2-15.4 below.

15.2 Judge Emeritus

FITA-IJs, who because of health or other reasons, no longer serve as FITA Judges, but whom the FITA Judge Committee wishes to honour for their exceptional contribution to judging and the promotion and improvement of judging, may be awarded with the Judge Emeritus status by the Judge Committee.

15.3 Honorary Judge

FITA-IJs having served with honour for 10 years or more who, because of health or other reasons, are unable to comply with the requirements for reaccreditation may be awarded with the Honorary Judge status by the Judge Committee.

15.4 Judge Committee Awarded Judge

FITA-IJs having served with merit for 4 years or more will receive the FITA Judge Committee Award after retirement or denial of accreditation.

## **16 FINAL**

*16.1 All correspondence from FITA Judges to FITA and its bodies must be addressed to the FITA Office which will be responsible for distributing the correspondence to the relevant body or bodies.*