

## **BOOK 1, APPENDIX 4**

### **JUDGES ORGANISATION AND PROCEDURE FOR THE FITA JUDGE COMMITTEE**

#### **1 FITA INTERNATIONAL JUDGES**

FITA **International Judges (FITA-IJ)** are active judges, of whom is requested an adequate knowledge of at least one of the official language of FITA, appointed according to art. 8.1 and fulfilling the requirements listed in art. 8.2 of this appendix.

- 1.1.1 FITA International Judges are eligible to serve at FITA World Championships and, with the limitations specified in art. 9.2, 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 shot under FITA rules.*
- 1.1.2 No Member Association may have more than four International Judge, except for the cases provided by art. 8.1.3.*
- 1.1.3 The maximum number of FITA-IJs is defined by Council yearly in consultation with the Judge Committee..*

#### **2 CONTINENTAL JUDGES AND FITA ACCREDITED CONTINENTAL JUDGES**

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

- 2.1 Continental Judges are eligible to serve, with the limitation specified in art. 9.3, at Continental Championships, at FITA World Ranking tournaments and all other tournaments shot under FITA rules. When in posses of the FITA accreditation (see below) they are eligible to serve, with the limitations specified in art. 9.1, at FITA World Championships.*
- 2.2 Each Continental Association will accredit its own Continental Judges*
- 2.3 Training and approval procedures will be held in conformity with the instructions of the FITA Judge Committee to ensure consistency in judging in tournaments shot under FITA rules.*
- 2.4 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*
- 2.5 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. Training and approval procedures will be held in conformity with the instructions of the FITA Judge Committee to ensure consistency in judging in tournaments shot under FITA rules.*
- 2.6 The Continental Association will define the length of the accreditation period and the requirements necessary for the re-accreditation.*
- 2.7 Continental Judges who have attended a course organised by the FITA Judge Committee and passed the relative exam (as per art. 5) may obtain the FITA accreditation as specified in art.4. and be referred to as **FITA accredited Continental Judges (FITA-CJ)***

#### **3 NATIONAL JUDGES**

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

- 3.1 National Judges are eligible to serve, with the limitations specified in art. 9.4, at the FITA World Ranking tournaments. They can serve also at tournaments that are valid for FITA Performance Awards and World Records.*
- 3.2 Each Member Association will accredit its own National Judges*
- 3.3 Training and approval procedures will be held in conformity with the instructions of the FITA Judge Committee to ensure consistency in judging in tournaments shot under FITA rules.*

## **4 FITA ACCREDITATION**

- 4.1 The period of FITA accreditation for Judges (FITA-IJ and FITA-CJ) is from the end of one Outdoor World Championships to the end of the next Outdoor World Championships except for the first accreditation that starts from the date of approval of the judge's examination and expires at the end of the next Outdoor World Championship.
  - 4.2 The FITA Judge Committee will be responsible for the renewal of FITA accreditation for Judges. After the initial accreditation, all Judges' activity will be reviewed and they will be considered for renewal of the accreditation at the end of each Outdoor World Championship.
  - 4.3 The Judge Committee will be responsible for regularly training and updating FITA accredited Judges through the publication of the "FITA Judges Newsletter", the organisation of conferences and seminars, and by means of other appropriate systems
  - 4.4 A member of the FITA Judge Committee (FITA Judge Committee Observer) will be present on the competition venues of all the FITA championships as observers 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 JC 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 on the competition venues of the World Ranking Tournaments and all other FITA recognised events.
  - 4.5 The FITA Judge Committee may delegate other experienced persons to act as FITA JC Observers. These delegates shall not be FITA accredited Judges
- 4.6 Judges who have retired or who have not been re-accredited because of inactivity may ask to be re-instated as International Judges (or Candidates, as applicable) following the procedure of article 5.
- 4.6.1 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.

## **5 INITIAL FITA ACCREDITATION**

- 5.1 Member Associations may only recommend to the Judge Committee for International Judge examination experienced National Judges.
- 5.1.1 The applicants must be accredited as a Continental Judge.
  - 5.1.2 The applicants must have been accredited as National Judge for a minimum of three years.
  - 5.1.3 The applicants must have an adequate knowledge of the language in which the seminar is conducted.
  - 5.1.4 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.
- 5.2 Applications for International Judge must be submitted to FITA on behalf of the applicants by their Member Associations. Member Associations may obtain application forms from the FITA Office.
- 5.2.1 The applications must be countersigned by the applicant and the relevant Continental Association.
  - 5.2.2 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, date when appointed Continental Judge.
  - 5.2.3 The application must report the applicant's experience at Continental Championships and World Ranking Tournaments
  - 5.2.4 By signing the form, the Continental Association certifies that the applicant got a positive evaluation by the chairperson of the judge commission of the tournaments where he/she was in duty (art. 5.1.4)

- 5.3 The FITA Judge Committee will arrange on a regular basis seminars for nationally recommended applicants to be examined for International Judge status. Member Associations may request these seminars, and these requests will be coordinated by their Continental Associations. The seminars will be run in one of FITA's official languages.
- 5.3.1 *The invitation to each seminar will include specification of the language in which the seminar will be conducted.*
  - 5.3.2 *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*
  - 5.3.3 *The FITA Judge Committee will notify all officially registered applicants the results through their Member Associations (with a copy to their Continental Associations).*
- 5.4 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 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.
- 5.5 Applicants passing the seminar examination will remain Judge Candidates for at least two years and until they have successfully served at International events recognised by FITA and where International Judges are in control.
- 5.5.1 *The "candidates" will be referred to as "FITA accredited Continental Judges" (FITA-CJ).*
  - 5.5.2 *The procedures to obtain the FITA International Judge status is detailed in art. 8.1*
  - 5.5.3 *The procedure to be re-appointed at the end of an accreditation term is the same of FITA International Judges and is reported in art. 6 and following.*

## 6 **FITA RE-ACCREDITATION**

- 6.1 Re-appointment at the end of an accreditation period depends on fulfilling the following requirements:
- 6.1.1 *Regularly responding to the mandatory retraining questions (case studies) contained in each issue of the official FITA Judges Newsletter.*
  - 6.1.2 *Making themselves available for at least one Judge duty in FITA Championships or Games with FITA participation or FITA World Ranking Tournaments every two years.*
  - 6.1.3 *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-CJs) at least 60 days before accreditation expires. The application must be supported by the Member Association and the Continental Association of the applicant.*
  - 6.1.4 *Pass a re-accreditation test run by the FITA Judge Committee in the second 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 situation 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 JC Observers when present; this part is aimed to verify the actual performance of the judge in the competition.*
  - 6.1.5 *Judges failing the first part of the test (written examination) but passing the second part will be immediately notified of the result by the 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.*
- 6.2 Re-accreditation will be denied to International Judges who are determined as being inactive, do not apply for re-accreditation or do not pass the re-accreditation test.

- 6.2.1 The same applies to FITA accredited Continental Judges  
6.2.2 The judges to whom the FITA accreditation has not been renewed will be notified by the FITA Office (with a copy to his/her Member Association and Continental Association)

- 6.3 An appeal against the denial of re-accreditation may be lodged with FITA Council.
- 6.3.1 The person, the Member Association or the Continental Association concerned should direct this request through the Secretary General of FITA.
- 6.3.2 The appeal must explicitly refer to the procedure that supposedly has not been properly applied in denying accreditation. The claiming cannot refer to the technical evaluation for which the FITA Judge Committee is responsible.
- 6.3.3 Upon request, the Judge Committee will supply to Council, activity records and reports for any Judge whom the Judge Committee denies re-accreditation.

## 7 **WITHDRAWAL OF FITA ACCREDITATION**

- 7.1 As soon as a judge fails to comply with the requirements specified in articles 6.1.1 and 6.1.2, 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) asking the reasons for his/her inactivity and for a declaration that he/she wants to go on working as a FITA International Judge. The FITA Judge Committee will review the case again after 90 days of the notification being sent, taking into consideration also 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 will be withdrawn with immediate effect. Copies of this letter will be sent to his/her Member Association and Continental Association.
- 7.2 An appeal against the withdrawal of accreditation may be lodged with FITA Council with the same procedures of art. 6.3.

## 8 **SPECIAL REQUIREMENTS**

### 8.1 Appointment to FITA IJ

- 8.1.1 The upgrading of a FITA accredited Continental Judge to International Judge depends on fulfilling the following requirements:
- Be a position vacant (as per arts. 1.1.3 or 8.1.3); 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.
  - To be no older than 65 years. In exceptional cases the Judge Committee may consider older judges
  - Fulfill the criteria for the FITA-IJ status detailed in art.8.2
- 8.1.2 In case that the positions vacant are less than the candidates who applied, the JC will select the persons to be appointed according a comparative analysis taking into account:
- the grade of fulfilling the requirements of art. 8.2
  - the existence of FITA goals or policies concerning the geographical distribution or gender equity
- 8.1.3 The limit of art. 1.1.2 may be increased up to 6:
- in case of the IJ to be appointed is a woman;
  - for MAs, to be identified by Council, hosting a high number of international events, and having a high number of active archers.

### 8.2 Confirmation of the FITA IJ status

- 8.2.1 Periodically the FITA JC will verify if the IJs fulfill the requirement listed in this article. If failing, his/her status is turned to FITA accredited Continental Judge.
- 8.2.2 To maintain the status of International Judge, a FITA accredited judge must fulfill the following requirement:
- To have applied and served in FITA Championships, Games with FITA participation, FITA World Ranking Tournaments or other events of an

international standard acceptable to the Judges Committee, in the last two years;

- To have responded with good quality replies to all 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 which he/she served in the previous two years.
- Be supported by the Continental Association

8.3 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, an International Judge must fulfil the following requirements:

- 8.3.1 *To have been accredited for at least 5 years;*
- 8.3.2 *To have served in FITA Championships, Games with FITA participation, FITA World Ranking Tournaments or other events of an international standard acceptable to the Judges Committee, in the last two years;*
- 8.3.3 *To have responded with high quality replies to the mandatory retraining questions (case studies) contained in each issue of the official Judges Newsletter in the last two years;*
- 8.3.4 *To have received a high-level evaluation in the re-accreditation test;*
- 8.3.5 *To have received a high-quality evaluation by the Observer in charge of the Championships or Games in the previous two years.*

#### 8.4 **FITA Officers**

- 8.4.1 *Members of the FITA Judge Committee who are International Judges at the moment of the appointment in the Committee will be ex-officio FITA-IJ. 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 status irrespectively 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. 8.2.2.*
- 8.4.2 *Members of any other Permanent Committees or other FITA elected Officers in possession of a FITA accreditation for judges are requested to fulfill art.s 6-8 if they wish to serve FITA as judges. At their request, they may be considered ex-officio FITA-IJ (or FITA-CJ, as applicable) and then they will not be requested to fulfill any requirements during their term as FITA Officials nor they can 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 irrespectively 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. 8.2.1, or in the FITA-CJ status, as applicable.*

### 9 **COMPOSITION OF THE TOURNAMENT JUDGE COMMISSIONS**

- 9.1 ***FITA World Championships.** All the members must be FITA accredited Judges with a maximum of three FITA CJ. The chairperson must be a FITA IJ fulfilling the requirements of art. 8.3.*
- 9.2 ***Olympic Games.** All the members and the chairperson must be FITA IJs fulfilling the requirements of art.8.3*
- 9.3 ***Continental Championships.** All the members must be FITA IJs or CJs with a maximum of two members without FITA accreditation. The chairperson must be a FITA IJ or a FITA CJ*
- 9.4 ***FITA World Ranking Tournaments.** At least the chairperson and one member must be FITA IJs or FITA CJs.*
- 9.5 ***Other Games and International Tournaments organised by other International Federations in co-operation with FITA.** The requirements to be fulfilled will be decided in agreement with the relevant body of the organising Federation.*

### 10 **REPORTS TO FITA**

- 10.1 *In addition to the report as per art. 3.11.5, the chairperson of the judge commissions at the tournaments quoted in art.s 9.1 and 9.2 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 report are to be considered*

confidential and may 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..

10.2 The chairperson of the judge commission of tournament listed in art.s 9.3-9.5 must submit a report to FITA, on the performance (knowledge, ability and attention to the rules and procedures of FITA) of the FITA-CJs and FITA-IJs present in the commission they chaired. These report are to be considered confidential and may 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.

10.3 The Observer from the FITA Judge Committee, when present, will submit a technical report to FITA as per art. 4.4 according to guidelines published by the FITA Judge Committee. The tournament judge commission must be aware of the presence of the observer from the Judge Committee. These reports are to be considered confidential and may 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.

## **11 HONORIFIC TITLES**

11.1 FITA recognises also the following permanent honorific titles:

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

The procedures for awarding them are specified in articles 11.2-11.4 of the present Appendix.

### **11.2 Judge Emeritus**

International Judges, 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.

### **11.3 Honorary Judge**

International Judges having served with honour for 15 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.

### **11.4 Judge Committee Awarded Judge**

International Judges having served for 4 years or more will received the FITA Judge Committee Award after retirement or denial of accreditation. The award will not be given if the accreditation has been denied for failing the re-accreditation test.

## **12 FINAL**

12.1 All the correspondence from the FITA accredited Judges to FITA and its bodies must be addressed to FITA Office that will be responsible to distribute the correspondence to the relevant body.

## **13 TEMPORARY RULE**

13.1 In the first application of the by-law 1.1.3, all the judges accredited as International Judges according to the previous rules will maintain their status irrespective of the requirement of art. 1.1.3.

13.2 All judges accredited as FITA International Judge candidates will maintain this denomination however their status is equivalent to that of FITA-CJs; these judges are submitted to the re-accreditation process as per art. 6 and may be appointed FITA-IJs following art. 8.1.