



## Sail Canada Judges Program

1. Sail Canada trains and certifies race officials to ensure that competitive sailing is in compliance with *The Racing Rules of Sailing*. The Sail Canada Judges Program provides the standards and procedures for training and certification of Sail Canada judges.
2. Sail Canada's Judges Sub-Committee is responsible for the delivery of the Judges Program under delegated authority from Sail Canada's Training and Certification Committee. The Judges Sub-Committee's responsibilities are defined in its terms of reference<sup>1</sup>.
3. Provincial Sailing Associations also have a role in judge training and certification, under delegated authority from Sail Canada. Provincial Sailing Associations may form Provincial Judge Certification Committees, or may collaborate to form cooperative regional Judge Certification Committees, for the purposes of training and certifying Club Judges
4. There are three levels of judge administered under the Sail Canada Judges Program.
  - Club Judge, administered by the Provincial Sailing Associations under delegated authority from Sail Canada
  - Regional Judge, administered by the Sail Canada Judges Sub-Committee, and
  - National Judge, administered by the Sail Canada Judges Sub-Committee.
5. World Sailing trains and certifies International Judges.
6. Upon recommendation of the Judges Sub-Committee, Sail Canada may, from time to time, confer the status of *Judge Emeritus* on an individual who, as a judge, has made an exceptional contribution to our sport over an extended period of time, and who has retired their certification. Judge Emeritus is an honorary title, rather than a certification level, and there is no application procedure. It is a lifetime appointment.

### Core Competencies for Judges

7. Judges are required to determine the facts pertaining to a protest and to listen to the evidence with an open, impartial mind. The temperament of a candidate is of equal importance to knowledge and experience. The latter can be accumulated, but a person's temperament is integral to their ability to make fair decisions. Protest committee members must be able to remain unemotional during hearings and protest committee chairpersons should be able to control hearings fairly, firmly and decisively. The personal conduct of Sail Canada judges should be above reproach before, during and after an event and they are expected to behave within acceptable social standards. A judge should be user-friendly and approachable, but never seen to be favouring one competitor over another by his or her words or actions.
8. Above all, a judge must be willing and able to perform their duties without malice, disregard any grievance or pre-conceived opinions and make decisions based only on the *Racing Rules of Sailing* and the facts presented.

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<sup>1</sup> Sail Canada Judges Sub-Committee Terms of Reference, April 7<sup>th</sup> 2018

## Desirable Assets for Judges

9. In addition to core competencies, and prerequisites and mandatory experience to be defined later, there are also desirable assets for judges. These desirable assets are not required for certification of a judge but improve a judge's personal performance and make him or her of greater value to the organizing authority of an event. Desirable assets include: continued participation in racing, exposure to handicapping systems; exposure to measurement; participation in race management; and, participation in overall regatta organization.

## Judge Certification Standards and Procedures

### Club Judge

10. Description: A club judge supports the club's racing program by serving on protest committees and acting as an advisor on racing rules and procedures at their home club, or at nearby events in which their club members participate.

11. Prerequisites: A candidate:

- shall belong to a Sail Canada member club or other organization affiliated to a World Sailing Member National Authority;
- shall have attended a Judges Sub-Committee-approved Club Judge Seminar or clinic within the four years prior to December 31;
- shall have studied Part 2 of the Racing Rules of Sailing; this prerequisite may be satisfied on the application by identifying one or more study materials used, such as:
  - the World Sailing *Cases* or Sail Canada *Appeals*
  - books such as Dave Perry's *Understanding the Racing Rules*
  - seminars attended, such as the *North U Rules Seminar* or a local seminar
  - on-line training and evaluation modules relevant to the rules in effect at the time of application

(Note: there is no formal Sail Canada training module on the rules of Part 2)

- shall have obtained a passing mark (70 percent) on a Club Judge test that is approved by the Judges Sub-Committee.

(NOTE ON EQUIVALENCY: The Judges Sub-Committee may accept seminars and tests of foreign MNAs in lieu of Sail Canada seminars and tests: US Sailing seminars and tests are acceptable.)

12. Mandatory Experience: A candidate:

- shall have practical experience of the application of *The Racing Rules of Sailing* on the race course either as helmsperson or crew;
- shall have experience of protest hearings, either as a *party* to a protest or as a member of a protest committee at club level or higher.

13. Application and References: The candidate shall submit an application to their Provincial Sailing Association using the form at Annex A. Should the Provincial Sailing Association not have its own Judges Certification Committee, the Provincial Sailing Association will forward the application to Sail Canada for consideration

14. The Judges Sub-Committee will obtain a minimum of two references from any combination of Club Commodore, Rear Commodore or Fleet Captain, a Sail Canada Regional Judge or National Judge or an International Judge of a member national authority of World Sailing.
15. Certification is for a period of four years, including the year of certification, ending on December 31 of the fourth year.
16. Recertification: A Club Judge shall apply for recertification. The candidate:
  - shall satisfy the same prerequisite, experience and application requirements as for their initial application except that they may substitute a Club Judge renewal seminar or a seminar for a higher judging level for Club Judge Seminar or clinic approved by the Judges Sub-Committee in lieu of the Club Judge Seminar.
  - shall normally apply for recertification to their provincial Sailing Association in the last three months of their appointment, after which their existing certification will remain in effect until a decision of the Judges Sub-Committee is made; however, should the candidate apply for recertification after expiry of certification, the Provincial Sailing Association will process the application like an initial one.

#### **Duration at Level**

17. Candidates for appointment to another level may make application when they believe they meet the standards for that level, except that they may not 'reuse' events that were submitted as evidence of experience for appointment to their current level.

#### **Regional Judge**

18. Description: A regional judge is able to chair protest committees for local and regional events and routinely be a member of protest committees for national events. Absent mitigating physical limitations, a regional judge can be expected to be capable of judging Rule 42 on the water.
19. Prerequisites: The candidate:
  - shall belong to a Sail Canada member club or other organization affiliated to a World Sailing Member National Authority;
  - shall be a club judge or have equivalent experience;
  - shall have a valid Pleasure Craft Operators Card (PCOC) unless prohibited by physical limitations;
  - shall have a valid VHF Licence (ROCM);
  - shall have attended a Regional Judge Seminar or clinic approved by Judges Sub-Committee within the four years prior to December 31;
  - shall have obtained a passing mark (75 percent) on Regional Judge test approved by the Judges Sub-Committee.

(NOTE ON EQUIVALENCY: The Judges Sub-Committee may accept seminars and tests of foreign MNAs in lieu of Sail Canada seminars and tests: US Sailing seminars and tests are acceptable.)

20. Mandatory Experience: The candidate's experience during the four years prior to December 31 shall include:

- serving on a protest committee at a minimum of six regattas:
  - At least two of the six events must have been outside the applicant's home club or have been:
    - a) a provincial championship
    - b) a Canadian National or Regional Games, or a Sail Canada title event, providing a minimum of five races are scheduled; or
    - c) a World, hemisphere, continental, or national championship; or
    - d) a World Sailing event, international multi-sport games or other such event;
  - and
  - The remainder of the six events shall be a minimum of two days duration
- hearing protests at no fewer than six events, which can be a combination of the events identified above and lesser events or club series<sup>2</sup>;
- judging kinetics on-the-water under Appendix P, except in cases of physical limitations of the candidate. A Regional Judge may be certified on the sole basis of duties ashore in such circumstances;
- having experience as a racing sailor<sup>3</sup>.

21. Application and References: The candidate

- shall submit an application to Sail Canada using the form at Annex B
- shall submit a log of activities (experience) including regattas, training, and test results during the four years prior to December 31. Annex C illustrates the minimum information required in an activity log (dates, event name, event location, # classes, # boats, # race courses, # of races, # of hearings, Appendix P?, Chief Judge, National or International judges on PC for the event).

22. The Judges Sub-Committee will obtain a minimum of two references from the Chief Judges, National Judges and International Judges with whom the candidate has served. The candidate may also have references submitted directly to Sail Canada by use of the form provided at Annex D (and available on-line), provided those references are submitted within four weeks of the event. References submitted directly will be held on file until receipt of an application for certification.

23. Certification is for a period of four years, including the year of certification, ending on December 31 of the fourth year.

24. Recertification: A Regional Judge shall apply for recertification. The candidate:

- shall satisfy the same prerequisite, experience and application requirements as for their initial application
- shall normally apply to Sail Canada for recertification in the last three months of their appointment, after which their existing certification will remain in effect until a decision of the Judges Sub-Committee is made; however, should the application be made after expiry of certification the Judges Sub-Committee will process the application like an initial one.

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<sup>2</sup> For the purposes of this requirement, a *club series* is a group of club races scored like a series longer than a regatta (Rule A9); for example, the XYZ Yacht Club 'Summer PHRF Series', the 'Wednesday Night Dinghy Series,' etc.

<sup>3</sup> This experience as a racing sailor need not be current.

## National Judge

25. Description: A national judge is able to serve as chief judge for national and international events and may periodically serve as a member of international juries. Absent mitigating physical limitations, a national judge can be expected to be capable of judging Rule 42 on-the-water.

26. Prerequisites: The candidate:

- shall belong to a Sail Canada member club or other organization affiliated to a World Sailing Member National Authority;
- shall be a regional judge or have equivalent experience;
- shall have a valid Pleasure Craft Operators Card (PCOC) unless prohibited by physical limitations;
- shall have a valid VHF Licence (ROC)M;
- shall have attended a National Judge Seminar or clinic approved by the Judges Sub-Committee within the four years prior to December 31;
- shall have obtained a passing mark (80 percent) on a National Judge test approved by the Judges Sub-Committee.

(NOTE ON EQUIVALENCY: The Judges Sub-Committee may accept seminars and tests of foreign MNAs in lieu of Sail Canada seminars and tests: US Sailing seminars and tests and World Sailing IJ Seminars and tests are acceptable.)

27. Mandatory Experience: The candidate's experience during the four years prior to December 31 shall include:

- Serving on a protest committee at a minimum of eight regattas:
  - two or more of the eight events must have been outside the applicant's region (Western Canada, ON, QC, or Atlantic Canada) or have been:
    - a) a Canadian National or Regional Games, or a Sail Canada title event, providing a minimum of five races are scheduled;
    - b) a World, hemisphere, continental or national championship;
    - c) a World sailing event, international multi-sport games or other such event or
    - d) an event for which an international jury or non-appealable protest committee was appointed.
  - the remainder of the eight events must be of 2 or more days' duration and approximately 100 or more entries for dinghies or 50 or more keelboats at which either protests were heard or at which Appendix P was applied.
- hearing protests at eight events, which can be a combination of the events identified above and other lesser events, regardless of numbers of entries, or club series.
- chairing two or more protest committees at provincial, regional, national or international events;
- judging kinetics on-the-water under Appendix P, except in cases of physical limitations of the candidate. A national Judge may be certified on the sole basis of duties ashore in such circumstances;
- having experience as a racing sailor<sup>4</sup>.

28. Application and References: The candidate

- shall submit an application to Sail Canada using the form at Annex B,
- shall submit a log of activities (experience) including regattas, training, and test results during the four years prior to December 31. Annex C illustrates the minimum information required in an activity log (dates, event name, event location, # classes, # boats, # race courses, # of races, # of hearings, Appendix P?, Chief Judge, National or International judges on PC for the event).

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<sup>4</sup> This experience as a racing sailor need not be current.

The Judges Sub-Committee will obtain a minimum of two references from the Chief Judges, National Judges and International Judges with whom the candidate has served at significant events. The candidate may also have references submitted directly to Sail Canada by use of the form provided at Annex D (and available on-line), provided those references are submitted within four weeks of the event. References submitted directly will be held on file until receipt of an application for certification.

29. Certification is for a period of four years, including the year of certification, ending on December 31 of the fourth year.

30. Recertification: A National Judge shall apply for recertification. The candidate:

- shall satisfy the same prerequisite, experience and application requirements as for their initial application except that:
  - a course conductor of a judging seminar may substitute the delivery of three judging seminars for the requirement to attend a National Judge Seminar, or
  - a leader or an attendee at professional development activities approved by the JSC<sup>5</sup> may substitute attendance and participation in those activities for the requirement to attend a National Judge Seminar.
- shall normally apply to Sail Canada for recertification in the last three months of their appointment, after which their existing certification will remain in effect until a decision of the Judges Sub-Committee; however, should the application be made after expiry of certification the Judges Sub-Committee will process the application like an initial one.

31. Administrative Certification of International Judges as National Judges: Sail Canada's Directors and Officers Insurance provides liability protection for Sail Canada officials over and above that provided by regatta organizing authorities. Upon appointment of a Canadian as an International Judge (IJ) by World Sailing, and for the duration of that IJ appointment, Sail Canada makes an administrative appointment of the Canadian IJ to Canadian National Judge to ensure continued availability of the Directors and Officers coverage. No application is required. Details of limitations and conditions for this insurance are available from Sail Canada staff.

## **International Judge**

32. Prerequisites: The applicant

- shall belong to a Sail Canada member club or other organization affiliated with Sail Canada and conforms to the nationality requirements of the World Sailing Regulations,
- shall be a National Judge or have equivalent experience.

33. Certification: The certification of International Judges is administered by World Sailing. Applicants should refer to World Sailing for certification requirements.

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<sup>5</sup> As of March 2018 there are no "professional development activities approved by the JSC." The definition, identification and approval of these activities form part of the JSC work plan for 2018/2019.

34. **Initial Application:** Applications for first appointment to International Judge must be endorsed by an applicant's Member National Authority of World Sailing, in our case, Sail Canada. The Judges Sub-Committee reviews Canadian applications for first appointment to international judge and recommends whether Sail Canada endorsement is warranted. In the event that the Judges Sub-Committee does not recommend endorsement the applicant may request reconsideration by the Training and Certification Committee and the Sail Canada CEO, but must provide written argument as to why endorsement is warranted.
35. To allow sufficient time for review, a first time International Judge Application shall be sent to the Judges Sub-Committee via the Sail Canada office no later than July 15th of the year in which the judge intends to apply. It is permissible for the application to be incomplete at this point, because the applicant may be officiating at additional events between July 15th and the required submission date to World Sailing, but deficiencies which will be addressed by additional events must be identified by the applicant.
36. **Recertification:** Recertification of international judges is administered through direct application to World Sailing.

### **Inadequate Performance and Discipline**

37. The Judges Sub-Committee will investigate an allegation that a Judge has displayed inappropriate conduct or incompetence.
38. On receipt of such an allegation in writing, the Judges Sub-Committee will inform the Judge thereof and provide a copy of the report received. The Judge will be asked to respond in writing to the allegation.
39. After careful review, the Judges Sub-Committee may dismiss the matter with no further action, may admonish the judge, or may take other action that it deems appropriate, up to and including as placing the Judge on probation or revoking the Judge's certification. Their decision and the reasons for it shall be communicated to the judge in writing.

### **Appeals**

40. A candidate for appointment or reappointment may appeal a decision to refuse to certify or recertify, or a recertification at a lower level than requested, as follows:
- A club judge candidate may appeal a decision of a Provincial or Regional Judge Certification Committee to the Sail Canada Judges Sub-Committee, through the Sail Canada office;
  - A regional or national judge candidate may appeal a decision of the Sail Canada Judges Sub-Committee to the Sail Canada Training and Certification Committee, through the Sail Canada Office;
  - A candidate for first appointment to international judge may appeal a decision of the Sail Canada Judges Sub-Committee not to recommend endorsement by Sail Canada to the Sail Canada Training and Certification Committee and the Sail Canada CEO, through the Sail Canada office.
41. Consideration of appeals would be based upon reanalysis of original applications against the relevant certification standard.
42. Appeals of decisions of the JSC on matters of inadequate performance or discipline would be addressed as outlined in paragraph 40.
43. Further appeal beyond that in paragraph 40, 41 and 42 would be addressed through the Sail Canada dispute resolution process.

**Annex A: Application Form for Club Judge**

*Note: This form is available separately on the Sail Canada website.*

**Application for Certification or Re-Certification at CJ level**

Name:

Address:

City:

Province:

Postal Code:

Phone (Home):

(Work or Cell):

Fax:

e-mail:

Club or Organization:

**CERTIFICATION**

Current Level:

Level Requested:

**PROTEST EXPERIENCE**

Describe any past experience of protests:

Have you ever been a member of a protest committee? If yes, approximately when, where, and how many times:

Have you ever been the protestor or protestee in a protest? If yes, approximately when, where and how many times?

Have you ever been called as a witness in a protest? If yes, approximately when, where and how many times?

**RACING EXPERIENCE**

List some details about your racing experience

Year(s)	Class Sailed	Your Position	Top Results



**RACING RULES STUDY MATERIALS**

Identify books, documents, seminars or on-line materials you have used to study Part 2 of the *Racing Rules of Sailing*

Year	Study Material

**JUDGE SEMINARS AND TEST RESULTS**

List any rules or training seminars attended in the last four years (expand table or attach a second sheet if necessary).

Year	Seminar Name	Location	Seminar Leader	Test Result

**OTHER EXPERIENCE**

Have you held a position at your Yacht Club, Class Association, PSA or Sail Canada which involved the organization of races, regattas or seminars? Are you a certified race official in another jurisdiction or discipline (for example: US Sailing or a Race Officer)

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**REFERENCES**

Identify a minimum of two persons from whom the JSC may request references **and include their email addresses**. Suitable referees include a Club Commodore, Rear Commodore or Fleet Captain, a Sail Canada Regional Judge or National Judge or an International Judge of a member national authority of World Sailing.

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**PUBLICATION CONSENT OPTION**

**Judges Program:** By submitting this application I understand and consent to my contact information being published by printer or in electronic format for the purposes of identifying me as a judge and of contacting me in regard to regatta or event activities.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(date)

**Annex B: Application Form for Regional or National Judge**

*Note: This form is available separately on the Sail Canada website as an on-line form.*

**Application for Certification or Re-Certification at RJ or NJ level**

Name:

Address:

City:

Province:

Postal Code:

Phone (Home):

(Work or Cell):

Fax:

e-mail:

Club or Organization:

**CERTIFICATION**

Current Level:

Level Requested:

**PROTEST COMMITTEE OR JURY EXPERIENCE**

List your 6 (for RJ) or 8 (for NJ) most significant events in the last **four** years. Also include a copy of your Officials Log with your application.

Year	Regatta Name	Host Club/Location	Your Role	Chief Judge

**JUDGE SEMINARS**

List any rules or training seminars attended or led in the last four years and / or attach a copy of your Officials Log

Year	Seminar Name	Guest Speakers	Topics Covered	Host Club

**TEST SCORE**

List any judge tests completed in the last four years.

Year	Test	Test Proctor	Location	Score

**RACING EXPERIENCE**

List some details about your racing experience

Year(s)	Class Sailed	Your Position	Top Results

**RJ & NJ Certificate Requirement**

Canadian law requires that in order to use a marine VHF radio you must have obtained a Radio Operators Certificate – Marine (ROC-M). Canadian law requires that in order to operate a boat propelled by power you have a Pleasure Craft Operators Card (PCOC). Please provide the number shown on your certificate or card, or a scanned copy of your ROC-M or PCOP.

Restricted Operators Certificate - Marine	Number:
Pleasure Craft Operators Card	Number:

**OTHER EXPERIENCE**

Have you held a position at your Yacht Club, Class Association, PSA or Sail Canada which involved the organization of races, regattas or seminars? Are you a certified race official in another jurisdiction or discipline (for example: US Sailing or a Race Officer)

**PUBLICATION CONSENT OPTION**

**Judges Program:** By submitting this application I understand and consent to my contact information being published by printer or in electronic format for the purposes of identifying me as a judge and of contacting me in regard to regatta or event activities.

\_\_\_\_\_ (date)

\_\_\_\_\_ (Signature)

**Annex C: An example tabular judge activity log**

*This is an example only showing required data. Judges may prepare their own log using WORD, Excel, or other software of preference. Submission to the JSC may be in paper or pdf format*

Dates	Event	Location	#Classes	# Boats	# Courses	# Races	# Hearings	Appendix P?	Chief Judge	NJs or IJs?

**Annex D: Form for Direct Submission of References**

**Sail Canada Judge Reference Form**

**Guidance to Referees for completion of the form:** The completed information may be used by the Judges Sub-Committee to assess the performance of the judge using your comments as a base. Please be specific with your comments noting areas of special strengths or weaknesses. The form may be completed electronically and e-mailed to [official@sailing.ca](mailto:official@sailing.ca). Forms MUST be submitted within four weeks of an event to be accepted. At an event, you are encouraged to discuss your assessment with and provide a copy to the judge. Details regarding each section are on page two of this document.

**Events:** If the reference covers a number of events, list the events at which you served with the candidate, and the position in which the candidate was observed. Choose from: Jury Chair or Member, PC Chair or Member, Appendix P (Rule 42), On-Water Observer, Direct Judging, Other (Specify)

Date (YY/MM)	Event	Observed as

Judge's Name:		Current Certification:			
Address:					
Tel:	Fax:	E-mail:			
<b>1. Rules knowledge</b>	Acceptable	<input type="checkbox"/>	Not Acceptable	<input type="checkbox"/>	Not Observed <input type="checkbox"/>
<b>2. Hearings &amp; Contribution to Discussion</b>	Acceptable	<input type="checkbox"/>	Not Acceptable	<input type="checkbox"/>	Not Observed <input type="checkbox"/>
<b>3. Boat Driving &amp; Handling Skills</b>	Acceptable	<input type="checkbox"/>	Not Acceptable	<input type="checkbox"/>	Not Observed <input type="checkbox"/>

<b>4. Communication</b>  English __ French __	Acceptable <input type="checkbox"/>		Not Acceptable <input type="checkbox"/>	Not Observed <input type="checkbox"/>	
<b>5. Temperament &amp; Behaviour</b>	Acceptable <input type="checkbox"/>		Not Acceptable <input type="checkbox"/>	Not Observed <input type="checkbox"/>	
<b>6. Physical Fitness (with particular reference to Appendix P: see notes)</b>	Acceptable <input type="checkbox"/>		Not Acceptable <input type="checkbox"/>	Not Observed <input type="checkbox"/>	
<b>7. Comments on Other Duties Assigned</b>					
<b>8. Overall Assessment</b>					
<b>Reference Provider</b>	Name:	Position or Role at an Event	Date:		

***Guidelines for completing reference form:***

**For each category on this form, mark either "Acceptable", "Not Acceptable" or "Not Observed"**

- Acceptable** You have observed the judge and in your opinion they meet the majority of the criteria listed in each section below. This does not need to be expanded on the form. However, it is useful to the judge for you to include special strengths and qualities observed in the candidate.
- Not Acceptable** You have observed the judge and in your opinion they do not meet the majority of the criteria listed in each section below. "Not Acceptable" in any category means just that - that in your opinion, the judge does not yet meet the qualifications expected of a judge at their certification level. It is useful for the judge to know particular areas in which they would most benefit from improvement and how they might accomplish it.
- Not Observed** You have not observed the judge in this area. Reasons why no assessment can be made may be given.

**Acceptable Criteria:**

- Rules**
- Did the judge demonstrate good rules knowledge and a proper understanding of their application?
- Knowledge**
- Was the judge able to correctly identify breaches of rule 42?
  - Did the judge recognise the principles of RRS Rules 14, 15, and 16?
  - Did the judge demonstrate an awareness of proper race committee procedures?
  - Did the judge have a clear understanding of the definitions?
  - Was the judge able to identify the precise moment of rule transition?
  - Did the judge demonstrate a willingness to accept the rules as written (including NOR and Sis?)
- Hearings**
- Was the judge punctual at hearings?
  - Did the judge understand and follow protest committee procedures?
  - Did the judge demonstrate the ability to identify the key facts?
  - Did the judge ask pertinent questions based on the getting to the relevant facts?
  - Did the judge come to a logical conclusion and a proper decision?
  - Did the judge contribute meaningfully to the discussions in the jury room?
  - Having expressed an opinion, was the judge willing to accept the decision of the team?

- Boat Handling & Driving**
- Was the judge able to operate small powerboats?
  - Did the judge properly prepare the boat?
  - Was the judge skilled at mooring or docking, and motoring to and returning from the course safely?
  - Did the judge position the boat properly for judging rule 42 under Appendix P?
  - Was the judge sensitive to wash, wake and windage?
- Communication**
- Canada has two official languages: French and English. Note proficiency in one or both languages.
  - Is the judge a good listener, taking into account fellow jurors' opinions and observations?
  - Does the judge use internationally acceptable terminology?
  - Did the judge demonstrate proper use of radio, including procedures and response to calls?
  - Was the judge able to clearly describe an incident after the event, both afloat and ashore?
  - Is the judge able to communicate clearly and calmly with competitors, officials and organisers?
- Temperament & Behaviour**
- Is the judge willing to learn and accept change?
  - Does the judge accept ISAF rules and calls and comply with ISAF code of conduct?
  - Is the judge willing to work within a team?
  - Does the judge keep calm under stress, and able to make timely accurate decisions?
  - Is the judge open-minded and accept the points of view of others?
  - Is the judge empathic with competitors, but treats all Jury Room matters as highly confidential?
  - Is the judge able to maintain good relations with judges, organisers and race committee?
  - Is the judge cordial and polite, but keeps appropriate distances from competitors, coaches and team leaders?
  - Is the judge punctual?
  - Does the judge have respect for other people's property equipment, yachts, etc.?
  - Does the judge dress appropriately at all times (on the water, in the jury room, socially after work)?
  - Does the judge abstain from alcohol until the work of the day is done?
  - Does the judge refrain from unauthorised communication with the media?
  - Does the judge demonstrate lack of prejudice to all competitors - either negative or positive?
- Physical Fitness**
- Is the judge able to spend long days on the water in small boats in bad conditions?
  - Is the judge mobile enough to transfer between small boats afloat in moderate conditions?
  - This assessment category addresses a judge's physical capabilities afloat and has no bearing on performance as a member of a protest committee. The preceding two criteria are those of World Sailing.
- Electronic File Name**
- When filing the report electronically you are asked to use the naming convention:  
**Judge Ref** – Judge's last name **by** your last name
- Example: Judge Ref – Smith by Jones