



JUDGES CHECKSHEET MAY 2023

BEFORE THE COMPETITION

You have been asked to judge at a competition:

Confirm the dates/venue

Confirm the levels you are wanted to judge/approximately how many competitors per level

Confirm if you are going to be the only judge and if you are chief judge or not

Confirm who your contact point is before/during and after the competition

Confirm your fees (out of pocket expense form)

Confirm accommodation arrangements

Confirm meal arrangements

Request copies of the course maps for review before being issued to competitors (purpose of this is to provide feedback to OC and be an independent party who has reviewed the course maps)

Request a copy of the order of events/timetable

MOST IMPORTANT RE-READ THE RULE BOOK ESPECIALLY THE GIVEN OBSTACLES ON THE COURSE MAPS

- On occasions judges may need to alter or adjust scores previously noted down - All changes or amendments made to the scoring sheet by the judge must be initialled by the judge for verification purposes (4.7 ANWEL Rulebook).
- Check in briefly with your penciller, prior to the first rider entering the ring. This enables you to gauge if your assistant has pencilled before or if they may require a little more guidance throughout the process. Always ensure pencillers write down all scores using a decimal point. This ensures no scoring can be misconstrued at a later time. (e.g. 5.0 or 5.5).

COMPETITION DAY

Arrive in a timely fashion and ALWAYS do the course walk with the competitors and answer any questions

Make sure you have your own checklist of what you need while on course ie. Water, sunglasses, watch, hat etc

Take in your judge's bag – Rulebook, tape measure, bell, pencil, notes you have previously prepared for this particular course ie. What you are looking for at specific obstacles, list of the wording for the marks ie

. 10 = Excellent, 9 = Very Good

During the course walk and between changes of levels, judges should ensure obstacles continue to remain safe and are correctly set as per the appropriate ANWEL heights and widths for each level i.e. check each and every obstacle and measure the jump, measure the width between the bell corridors/switch cup etc.

THE SAFETY OF THE RIDERS/HORSES IS PARAMOUNT any obstacle deemed unsafe should be immediately discussed with the ground jury and removed from the competition.

Make sure that there is a mounting block available on course to be offered to every rider who has to dismount during the competition (rule 3.11).

Most importantly you must stand in a position where you can see every obstacle, and this usually means in the middle of the course.

Always try and comment on any score 6 and below and always check the scores before you sign the final signature.

If you are ever unsure about an issue, then the correct procedure is to wait until the rider has completed the course and saluted then ask them if they could please wait while you check it out in the rulebook. Then if the rider has to be eliminated then you ring the bell and inform them. Remember to always err on the side of the rider if you are still unsure. The judge's decision is final, and no argument is permitted in the ring – if the competitor has an issue they must leave the ring and lodge a complaint using the **protest form** together with \$50 for the Ground Jury to decide.

AFTER THE COMPETITION

Complete judges out of pocket expense form to be added shortly - <https://anwe.org.au/learn/#judging>

Complete the online Judges return form – Judges Return Form 2023 link - <https://forms.office.com/r/eCWauWgW2b> (please book mark). If you do not complete this form, then your judging experience will not be noted, and this could affect your judging status.