

## H

**DUTIES OF COMPETITION, CHAMPIONSHIP  
AND TEST OFFICIALS****1 Duties of a Judge**

- 1.1 A Judge shall keep himself/herself fully informed on all matters concerning the judging of figure skating as set out in the current issues of:
  - 1.1.1 the [ISU General Regulations](#), [Special Regulations](#), [Technical Rules](#), [ISU Communications](#), [Judges Manuals](#) and any updates published on the [ISU website](#), and
  - 1.1.2 the [SAFSA Rules and Regulations](#) and any amendments thereto, [SAFSA Communications](#) and [Judges Manuals](#) and any updates published on the [SAFSA website](#).
- 1.2 A Judge's eyesight, hearing, general physical condition and knowledge of figure skating shall be of such a standard as will enable him/her at all times to carry out his/her duties as a Judge in a proper manner.
- 1.3 Judges shall at all times comport themselves with dignity and discretion [as SAFSA appointed officials and fully adhere to the SAFSA Constitution](#).
- 1.4 A Judge shall:
  - 1.4.1 at all times be [fair](#), impartial, [neutral](#) and unbiased [and never showing any bias for or against any skater, pair, couple or team](#);
  - 1.4.2 when judging totally disregard public applause or disapproval;
  - 1.4.3 mark only the skating being performed at the time;
  - 1.4.4 not be influenced by the reputation or past performance;
  - 1.4.5 not act in the capacity of Judge in any section of a championship, competition or test if any competitor or candidate therein is related to him/her by consanguinity or affinity or is a personal friend of such Judge, and
  - 1.4.6 not take part as a competitor or candidate and judge in the same competition or test.

- 1.5 Judges shall mark independently of one another and while judging are not permitted to converse with one another or in any manner whatsoever indicate errors or comment thereon.
- 1.6 From the commencement of the competition until the last free skating performance in all disciplines has been completed, the Judges of the event concerned shall not discuss with any person, other than the Referee concerned, their own or the marks of any other Judge in the event concerned.
- 1.7 During the skating of an event which they are judging, Judges shall not, otherwise than through the medium of the Referee, in any manner whatsoever, communicate with competitors, candidates or spectators.
- 1.8 Judges shall not use previously prepared marks.
- 1.9 The whole range of marks shall be used according to the precise merit of the performance. High or low marks shall not be given or avoided on sentimental or other grounds if the standard of the performance does not justify the giving of such marks.
- 1.10 Every Judge shall keep a private protocol and before displaying the mark he awards, enter such mark on such protocol. He/she shall also make adequate notes on such protocol as to enable him/her, if required, to justify the marks awarded by him/her.
- 1.11 Judges may not write down the marks awarded by the other Judges during any part of the competition.
- 1.12 Judges are forbidden to bring any form of electronic communication system on the Judges' stand.
- 1.13 The Referee may, after warning a Judge who contravenes or fails to comply with Section H, parts 1.5, 1.6, 1.7, 1.8, 1.10, 1.11 or 1.12, replace such Judge by another Judge.

## **2 Duties and powers of Referees**

- 2.1 The Referee shall [in addition to the duties referred to in H.1:](#)
  - 2.1.1 check the age, eligibility and membership of all officials and skaters;

- 2.1.2 conducts the [starting order](#) draw for Singles, Pair, [Ice Dancing](#) and Synchronised Skating [Short, Free Skating, Original Dance and Free Dance](#) programs and Compulsory Dances;
- 2.1.3 determine the median mark after the first skater of each section has skated [when using the 6.0-based judging system](#);
- 2.1.4 ensure that all applicable regulations are observed for the competition of which he/she is the Referee; and
- 2.1.5. [manages the panel of Judges and ensures all Judges comply with the regulations stipulated in H.1 and acts as the spokesperson of the panel of Judges should the need arise](#);

## 2.2 The Referee may:

- 2.2.1 introduce alterations in the program of events for the competition of which he/she is the Referee provided such alterations are not in conflict with or repugnant to these regulations;
- 2.2.2 decide whether the condition of the ice surface does not permit the holding of the event concerned;
- 2.2.3 if necessary or desirable, alter the size and shape of the skating area;
- 2.2.4 accept or arrange [in consultation with the Organising Committee of the event concerned](#) for another rink for the holding of the event concerned;
- 2.2.5 if necessary or desirable, exclude skaters, [pairs, couples or teams](#) from taking part in the competition or event concerned;
- 2.2.6 change officials;
- 2.2.7 before the commencement of the competition or event concerned substitute a Judge in case of delay of two (2) minutes after the skater has been called on the ice or in case of illness or accident. The Substitute Judge shall then be included in the panel and will keep his/her place until the completion of the competition or event concerned;
- 2.2.8 change Judges during the competition or event concerned if urgent reasons prevent their continuing

to carry out their duties and in such event the substitute Judge will replace the first mentioned Judge until the conclusion of the competition or event concerned;

2.2.9 allow a competitor to continue from the point of interruption of a program or restart a program when the rules allow should the need arise;

2.2.10 whenever the public interrupts the competition or event concerned or interferes with or prevents its orderly conduct, suspend skating until order is restored; and

2.2.11 forbid any coach or trainer at any time during the course of the competition or event concerned to be on any part of the ice surface of the rink at which such competition or event is being conducted.

2.3 The Referee shall determine:

2.3.1 all protests made (in writing and signed by the Provincial Chairman concerned) and other matters disputed, and

2.3.2 all matters concerning any contravention of or failure to comply with the Constitution of the ISU or of SAFSA, as the case may be, or any contravention of or failure to comply with these Regulations whether or not any protest has been made or dispute has arisen.

2.4 The Referee shall:

2.4.1 signal to the Music Steward to start the music of a competition;

2.4.2 instruct the timekeeper to take the time of the program as skated and to time any possible interruptions according to the rules;

2.4.3 in the case of Ice Dancing, instruct the timekeeper to take time of all lifts in the Original and Free Dance programs and to verify possible extended lifts;

2.4.4 decide on all the deductions according to the rules which are his/her responsibility (violations relating to costumes and props, program times, interruptions of the program, vocal music, fresh starts, lifts in excess of the permitted time, music violations and hold deductions (in Synchronised Skating));

- 2.4.5 at the National Championships act as moderator together with the Technical Controller (when the event in question was judged using the ISU Judging System) or otherwise on his/her own (when the event in question was judged using the 6.0-based judging system) of the round table discussion held after the event. The Referee may ask a Judge for his/her explanation if the mark awarded by him/her varies considerably from the marks awarded by the other Judges in the competition or event concerned. The Referee shall refrain from expressing any opinion before the panel of Judges, and
- 2.4.6 make separate reports of all sections skated at National-, Interprovincial- and Provincial competitions. These reports must be submitted no later than two (2) months after the completion of the competition concerned.

## 2.5 Panel of Judges Chairperson

- 2.5.1 The Referee is the chairperson of the panel of Judges.
- 2.5.2 Before the commencement of a competition the Referee shall direct the attention of Judges to Section G and Section H, part 1 of these regulations.
- 2.5.3 The Referee must mark the competitors for his/her own information but the marks awarded by him/her shall not be displayed or made known to any person during the course of the competition. The Referee may, at the conclusion of the competition and at his/hers convenience, inform the Judges his/her placements for each part of the competition.

## 2.6 Assistant Referee

The duty of an Assistant Referee (if available and appointed) is to assist the Referee in the exercise or performance of the powers, functions and duties conferred and imposed on the Referee in terms of these regulations, to replace the Referee whenever circumstances so require and to make notes on all matters which, in his/her opinion require or may require comment.

## 2.7 Assistant Referee Ice

The Assistant Referee Ice is appointed in Synchronised Skating events only and shall not judge or take notes during any team performance. For safety reasons, the full attention of the Assistant Referee Ice must be on the team performing on the ice surface. The duty of the Assistant Referee Ice is to:

- 2.7.1 assist the Referee and Assistant Referee in conducting the competition and, if no Assistant Referee is available and the Referee cannot continue his/her duties and functions, replace the Referee should circumstances so require;
- 2.7.2 allowing the first and subsequent teams to enter the ice surface for their warm-up;
- 2.7.3 monitor the ice surface and report problems to the Referee;
- 2.7.4 direct a registered team reserve to enter the ice surface for the express purpose of picking up objects on the ice considered to be hazardous to the skaters; and
- 2.7.5 stop the competition, in consultation with the Referee, if in his/her opinion the safety of the team is compromised.

## 3 Duties and powers of the Technical Controllers

### 3.1 The Technical Controller shall:

- 3.1.1 have the highest knowledge of Single Skating, Pair Skating, Ice Dancing or Synchronised Skating with regards to technical aspects of the discipline in question;
- 3.1.2 possess good communication skills;
- 3.1.3 be able to take directions and work within a team environment;
- 3.1.4 have the necessary accreditation level for the championship in question; and
- 3.1.5 adhere fully to the SAFSA Constitution and its Rules and Regulations.

- 3.2 The duties and powers of the Technical Controller include the:
- 3.2.1 authorisation or the correction of the deletion of elements;
  - 3.2.2 supervision of the Technical Specialists and Data Input Operator and proposing corrections, if necessary, with respect to any performed element and Level of difficulty identified by the Technical Specialist and Assistant Technical Specialist. If however, both Technical Specialists disagree with the correction proposed by the Technical Controller, the initial decision by the Technical Specialist will be considered final. Should the Technical Specialist and Assistant Technical Specialist disagree with respect to any performed element and Level of difficulty identified, the decision of the Technical Controller will be final;
  - 3.2.3 verification that the performed elements and Levels of difficulty identified are correctly inputted into the computer system by the Data Input Operator. The performed elements and Levels of difficulty may only be validated upon formal confirmation by the Technical Controller who, by doing so, explicitly confirms that the verification process has been completed;
  - 3.2.4 authorisation or the correction of the identification of illegal elements / features / additional features / movements;
  - 3.2.5 authorisation or the correction of the identification of a fall that has occurred in any part of the program, including introductory and concluding steps/movements in the Compulsory Dances;
  - 3.2.6 confirmation or correction of the innovative element bonus in Single, Pair and Synchronised Skating;
  - 3.2.7 confirmation of the deletion of additional elements;
  - 3.2.8 moderation, in conjunction with the Referee, of the round table discussion; and
  - 3.2.9 preparation of a report on the event in question.
- 3.3 Should, for any reason, a Technical Specialist, Assistant Technical Specialist or Data Input Operator not be available,

the Technical Controller assumes the responsibilities and duties of the Technical Specialist, Assistant Technical Specialist and Data Input Operator. In cases like these, the Technical Controller may make use of assistance by appointing a person(s) to assist him/her in these duties and responsibilities but such person(s) shall have no input in the final calls and decisions made by the Technical Controller.

#### **4 Duties of the Technical Specialists**

##### **4.1 The Technical Specialist shall:**

- 4.1.1 have the highest knowledge of Single Skating, Pair Skating, Ice Dancing or Synchronised Skating with regards to technical aspects of the discipline in question;
- 4.1.2 possess good communication skills;
- 4.1.3 be able to take directions and work within a team environment;
- 4.1.4 have the necessary accreditation level for the championship in question; and
- 4.1.5 adhere fully to the SAFSA Constitution and its Rules and Regulations.

##### **4.2 The duties of the Technical Specialist include the:**

- 4.2.1 identification and calling of the performed elements;
- 4.2.2 identification and calling the Levels of difficulty of the performed elements including, in Synchronised Skating, the difficulty groups of elements and the difficulty groups of features;
- 4.2.3 identification and calling of deductions in Synchronised Skating;
- 4.2.4 identification of illegal elements / features / additional features / movements;
- 4.2.5 identification of a fall that occurred in any part of the program, including introductory and concluding steps/movements in the Compulsory Dances;
- 4.2.6 identification of the innovative element bonus in Single, Pair and Synchronised Skating; and



- 4.2.7 identification and deletion of additional elements.

## **5 Duties of the Assistant Technical Specialists**

### 5.1 The Assistant Technical Specialist shall:

- 5.1.1 have the highest knowledge of Single Skating, Pair Skating, Ice Dancing or Synchronised Skating with regards to technical aspects of the discipline in question;
- 5.1.2 possess good communication skills;
- 5.1.3 be able to take directions and work within a team environment;
- 5.1.4 have the necessary accreditation level for the championship in question; and
- 5.1.5 adhere fully to the SAFSA Constitution and its Rules and Regulations.

### 5.2 The duties of the Technical Specialist include:

- 5.2.1 assisting the Technical Specialist and Technical Controller; and
- 5.2.2 being part of the decision making process as outlined in H.3 and H.4.

## **6 Duties of the Data Input Operators**

### 6.1 The Data Input Operators shall:

- 6.1.1 have knowledge of Single Skating, Pair Skating, Ice Dancing or Synchronised Skating with regards to technical aspects of the discipline in question;
- 6.1.2 possess good communication skills;
- 6.1.3 be able to take directions and work within a team environment;
- 6.1.4 have the necessary accreditation level for the championship in question; and
- 6.1.5 adhere fully to the SAFSA Constitution and its Rules and Regulations.

- 6.2 The duties of the Data Input Operators include:
- 6.2.1 supporting the Technical Specialists and Technical Controller;
  - 6.2.2 inputting the elements called by the Technical Specialist or Controller;
  - 6.2.3 inputting the Levels of difficulty called by the Technical Specialist or Controller of the performed elements;
  - 6.2.4 inputting deductions as called by the Technical Specialist in Synchronised Skating;
  - 6.2.4 correcting elements or Level of Difficulty as instructed by the Technical Controller;
  - 6.2.5 indicating additional or illegal elements to the Technical Specialist and Technical Controller identified by the computer system for verification and validation; and
  - 6.2.6 inputting the highlight bonus so instructed by the Technical Controller.

## **7 Duties of the Video Replay Operators**

- 7.1 The Video Replay Operators shall:
- 7.1.1 have knowledge of Single Skating, Pair Skating, Ice Dancing or Synchronised Skating with regards to technical aspects of the discipline in question;
  - 7.1.2 possess good communication skills;
  - 7.1.3 be able to take directions and work within a team environment;
  - 7.1.4 have the necessary accreditation level for the championship in question; and
  - 7.1.5 adhere fully to the SAFSA Constitution and its Rules and Regulations.
- 7.2 The duty of the Video Replay Operators include:
- 7.2.1 supporting the Technical Specialists and Technical Controller; and

- 7.2.2 recording each element/section separately to enable the Technical Panel, the Referee and the Judges to review the element/section when necessary.

## **8 Duties of the Video Camera Operators**

### 8.1 The Video Camera Operators shall:

- 8.1.1 have knowledge of Single Skating, Pair Skating, Ice Dancing or Synchronised Skating with regards to technical aspects of the discipline in question;
- 8.1.2 possess good communication skills;
- 8.1.3 be able to take directions and work within a team environment;
- 8.1.4 have the necessary accreditation level for the championship in question; and
- 8.1.5 adhere fully to the SAFSA Constitution and its Rules and Regulations.

### 8.2 The duty of the Video Camera Operators include:

- 8.2.1 supporting the Technical Specialists, Technical Controller, Video Replay Operators and ISUCalc Operators; and
- 8.2.2 recording the full programs / Compulsory Dances to such a degree to enable the Technical Panel, the Referee and the Judges to review all the necessary aspects of the elements/sections when necessary.

## **9 Duties of the ISUCalc Operators**

### 9.1 The ISUCalc Operators shall:

- 9.1.1 have knowledge of Single Skating, Pair Skating, Ice Dancing or Synchronised Skating with regards to technical aspects of the discipline in question;
- 9.1.2 possess good communication and computer, including the setting up of computer networks, skills;
- 9.1.3 be able to take directions and work within a team environment;

- 9.1.4 have the necessary accreditation level for the championship in question; and
  - 9.1.5 adhere fully to the SAFSA Constitution and its Rules and Regulations.
- 9.2 The duty of the ISUCalc Operators include:
- 9.2.1 in conjunction with the Organising Committee of the Championship that the electronic marking system (Judges, Referee, Data Input Operator, Video Replay Operator and ISUCalc) computers are setup and functioning correctly and that the computer network connecting all the computers is stable;
  - 9.2.2 providing technical hardware and software support to the Referee, Judges, Technical Specialists, Technical Controller, Data Input Operators, Video Camera Operators and Video Replay Operators;
  - 9.2.3 monitoring to ensure that all Judges and the Referee have inputted the necessary GOE and Program Component marks by communicating with the Referee if any possible omission has taken place;
  - 9.2.4 monitoring to ensure that the Technical Panel, through the Data Input Operator, have inputted the necessary elements and Levels of difficulty by communicating with the Technical Controller if any possible omission has taken place;
  - 9.2.5 monitoring to ensure that the ISUCalc software has calculated the Segment and Total scores for each skater/pair/couple/team correctly by ensuring that:
    - 9.2.5.1 the Scale of Values Table is the most recent and correct table;
    - 9.2.5.2 the verification rules (if any) for the different sections have been entered correctly and if no or incomplete verification rules exist for a particular section to inform the Technical Controller that this is the case;
    - 9.2.5.3 the necessary factors for the different Program Components have been entered correctly in the software;
    - 9.2.5.4 the necessary factors for the Program Component mark as a whole have been entered correctly in the software; and
    - 9.2.5.5 the values for violations, errors and interruptions for each discipline and section

have been entered in the software correctly.

- 9.2.6 indicating the different scores to the Announcer when an Electronic Marks Display Scoreboard is not exclusively used;
- 9.2.7 refreshing the Judges, Referee, Data Input Operator and Video Replay Operator computer screens on the signal of the Referee with the skater/pair/couple/team that has been called onto the ice; and
- 9.2.8 Immediately after a section has been completed, print the full results of the section as well as the necessary documentation to conduct the draw for the following event (Free Skating Programs, Original and Free Dance) when required and submit the results to the Referee for validation in conjunction with the Technical Controller prior to publication.