

APPENDIX G

OFFICIALS CERTIFICATION POLICY

Amendments to this Appendix G are the responsibility of the Officials' Committee. The Officials' Committee can modify this Appendix by recommending changes to the USAAS Board of Directors for approval.

ARTICLE 1

1.01 All Officials must be a member of USA Artistic Swimming ("USAAS") at the appropriate level. Individuals 18 years of age and older must be current in SafeSport training and must have completed the National Center for Safety Initiatives ("NCSI") Background Check every 2 years. Individuals younger than 18 years of age are not required to complete the SafeSport training or Background Check. SafeSport training for minors is available but is not mandatory until the participant turns 18 years of age. Parent/Guardian consent is required should a minor choose to complete the training. Refer to [USAAS Membership and Fee Schedule](#) (Appendix C).

CATEGORIES OF OFFICIALS:

Figure Judge: May judge figures at the competition for which they are certified.

- **Note:** In 2023 all Figure only judge levels, except Level 1F, were discontinued except for those judges who currently hold that rating.

Association, Regional, Zone, National, World Aquatics ("AQUA") and PanAm Aquatics ("PAQ") Judges: May judge routines and figures at the competition for which they are certified.

- **Exception:** Should there be a shortage of judges in any category, the Officials' Chair in charge or the Officials' Committee Chair may use lower rated judges to fill vacancies.

Difficulty and Synchronization Technical Controllers: May perform the difficulty and/or synchronization technical controller duties at the competition for which they are certified.

1.02 Judge Testing Policies: In order to obtain the specified ratings, the following procedures are required. Candidates who fail written or electronic tests may be retested. A judges' rating is good for 2 years from the date of completion of all requirements for the rating. The rating is good until December 31st of the year of expiration. Once the testing process has begun, judge candidates will have 2 years to complete the rating requirements, or they must start that rating's requirements over.

A. **Level 1F: Association Figure Judge Rating Requirements** (Novice, Intermediate and 12 & Under Age Group Figures):

1. Minimum Age: 15 years of age.
2. USAAS Membership: Youth or Adult Instructor, Youth or Adult Professional, Youth or Adult Competitive Athlete, Youth or Adult Athlete, or Youth or Adult Life Membership, or Official Levels 1 & 2 required.
3. Training Materials: [USAAS Rulebook](#) and [AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches](#).
4. Training Courses and Fees: Online course followed by webinar or online course followed by in-person classroom course. Online course, webinar and test are complimentary. In-person classroom fees set by and payable to Association.

5. Written or Electronic Test: Open book, with 2-hour time limit, 90% passing score. The test must be passed prior to practice judging.
 6. Figure Practice Judging: Pass evaluation of all entries on an entire Figure panel in Novice, Intermediate and 12 & under Age Division Figures at an Association competition.
 7. Retaining Rating: Not available for a Level 1F judge.
- B. **Level 1: Association Judge Rating Requirements** (Novice Free Routines with Technical Required Elements and Intermediate Free Routines with Technical Required Elements):
1. Minimum Age: 15 years of age.
 2. USAAS Membership: Youth or Adult Instructor, Youth or Adult Professional, Youth or Adult Competitive Athlete, Youth or Adult Athlete, or Youth or Adult Life Membership, or Official Levels 1 & 2 required.
 3. Level Requirement: Current Level 1F Judge Certification or in active pursuit of Level 1F Certification. Must pass Level 1F before passing Level 1.
 4. Training Materials: USAAS Rulebook and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches.
 5. Training Courses and Fees: Online course followed by webinar or online course followed by in-person classroom course. Online course, webinar and test are complimentary. In-person classroom fees set by and payable to Association.
 6. Written or Electronic Test: Open book, with 2-hour time limit, 85% passing score. The test must be passed prior to practice judging.
 7. Routine Practice Judging: Pass an evaluation of an entire routine event in Solo, Duet or Trio, and Team in Novice and Intermediate at an Association or Junior Olympic Regional competition.
 8. Retaining Rating: Not available for a Level 1 judge.
- C. **Level 2: Association and Junior Olympic Regional Judge Rating Requirements** (Youth Age Group Figures, all Technical and Free Routines):
1. Minimum Age: 15 years of age.
 2. USAAS Membership: Youth or Adult Instructor, Youth or Adult Professional, Youth or Adult Competitive Athlete, Youth or Adult Athlete, or Youth or Adult Life Membership, or Official Levels 1 & 2 required.
 3. Level Requirement: Current Level 1 Judge Certification or in active pursuit of Level 1 Certification. Must pass Level 1F and Level 1 before passing Level 2.
 4. Training Materials: USAAS Rulebook and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches.
 5. Training Courses and Fees: Online course followed by webinar or online course followed by in-person classroom course. Online course, webinar and test are complimentary. In-person classroom fees set by and payable to Association.
 6. Written or Electronic Test: Open book, with 2-hour time limit, 85% passing score. The test must be passed prior to practice judging.
 7. Figure Practice Judging: Pass evaluation of all entries on an entire Figure panel in Youth Age Division Figures at an Association or Junior Olympic Regional competition. If the candidate has an existing 2F rating, no figure practice judging is required.
 8. Routine Practice Judging: Pass evaluation of an entire routine event at the Junior Olympic Association, Junior Olympic Regional, Junior or Senior Association competitions as follows:
 - 13 & over – Free Solo, Free Duet, Free Team and Free Combination.
 - 15 & over – Technical Solo, Technical Duet, Technical Team and Acrobatic Routine.

9. Retaining Rating: Obtained by passing the Level 2 test 2 more times, 2 years apart, after receiving the specified rating.
- D. **Level 3: Zone and Collegiate Regional Rating Requirements** (All Figures, all Technical and Free Routines):
1. Minimum Age: 18 years of age.
 2. USAAS Membership: Adult Professional or Adult Life Membership required.
 3. Level Requirement: Current Level 2 Judge Certification.
 4. Training Materials: USAAS Rulebook and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches
 5. Training Courses and Fees: Online course followed by webinar or online course followed by in-person classroom course. Fees set by Zone or USAAS Board of Directors and payable to Zone or USAAS.
 6. Written Test: Open book, with 2-hour time limit, 90% passing score. The test must be passed prior to practice judging or participating in any mentorship sessions. Written tests may be given with prior approval from the Zone Officials Chair (or appointed representative) and Officials' Committee Chair, at the specified testing time noted in the meet announcement, at any of the events or competitions listed below:
 - USAAS Convention
 - Any Zone Championship
 - U.S. Youth Championship
 - 12 & Under or Youth Age Group Division at the U.S. Junior Olympic Championship
 - Coaches College
 7. Figure Mentorship Session: To be completed before Figure practice judging. May occur at any of the competitions listed below, or held virtually, with permission of, and administered by the Zone Officials Chair (or appointed representative). If the candidate has an existing 3F rating, no mentorship sessions are required.
 - Any Youth Zone Championship
 - U.S. Youth Championship
 - U.S. Junior Olympic Championship
 8. Figure Practice Judging: Pass evaluation of all entries on an entire Figure panel at a Youth Zone Championship. If the candidate has an existing 3F rating, no figure practice judging is required.
 9. Technical and Free Routine Mentorship Session: To be completed before Routine practice judging. May occur at any of the competitions listed below, or held virtually, with permission of, and administered by the Zone Officials Chair (or appointed representative). Mentorship sessions are to cover all categories of judging in Technical and Free Solo, Duet and Team, Acrobatic Routine and Free Combination events. Maximum of 4 virtual events.
 - Any Junior or Senior Zone Championship
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - 15 & over Age Division at the U.S. Junior Olympic Championship
 10. Routine Practice Judging: Pass evaluation of an entire routine event at the Junior or Senior Zone Championship as follows:
 - Technical Solo, Duet and Team
 - Free Solo, Duet and Team
 - Acrobatic Routine
 - Free Combination
 11. Retaining Rating: Obtained by passing the Level 3 test 2 more times, 2 years apart, after receiving the specified rating.

E. Level 4: National Judge Rating Requirements:

1. Minimum Age: 18 years of age.
2. USAAS Membership: Adult Professional or Adult Life Membership required.
3. Level Requirement: Current Level 3 Judge Certification.
4. Training Materials: USAAS Rulebook and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches.
5. Training Courses and Fees: Online course followed by webinar or in-person classroom course. Fees set by USAAS Board of Directors and payable to USAAS.
6. Written Test: Open book, with 2-hour time limit, 90% passing score. The test must be passed prior to practice judging or participating in any mentorship sessions. Written tests may be given with prior approval from the Officials' Committee Chair (or appointed representative), at the specified testing time noted in the meet announcement, at any of the events or competitions listed below:
 - USAAS Convention
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - U.S. Junior Olympic Championship
 - Coaches College
7. Figure Mentorship Session: To be completed before Figure practice judging. If the candidate has an existing 4F rating, no mentorship sessions are required. May occur at any of the competitions listed below:
 - U.S. Youth Championship
 - U.S. Junior Olympic Championship
8. Figure Practice Judging: Pass evaluation of all entries on an entire Figure panel at any of the competitions listed below:
 - U.S. Youth Championship
 - Youth Age Division at the U.S. Junior Olympic Championship
9. Technical and Free Routine Mentorship Session: To be completed before Routine practice judging. May occur at any of the competitions listed below, or held virtually, with permission of, and administered by the Officials' Committee Chair (or appointed representative). Mentorship sessions are to cover all categories of judging in Technical and Free Solo, Technical and Free Duet and Technical and Free Team, Acrobatic Routine and Free Combination events. Maximum of 4 virtual events.
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - Youth or 15 & over Age Division at the U.S. Junior Olympic Championship
10. Technical Routine Practice Judging: Pass evaluations in an entire Technical Solo, Duet, and Team routine events at any of the competitions listed below:
 - U.S. Junior Championship
 - U.S. National Championship
 - 15 & over Age Division at the U.S. Junior Olympic Championship
11. Free Routine Practice Judging: Pass evaluations in an entire Free Solo, Duet, Team, and Free Combination routine events at any of the competitions listed below:
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - 15 & over Age Division at the U.S. Junior Olympic Championship

12. Retaining Rating: Obtained by passing the Level 4 test 2 more times, 2 years apart, after receiving the specified rating.
- F. **Level 5: AQUA and PAQ Judge Rating Requirements:**
1. Age Requirements: Meet AQUA and PAQ age requirements.
 2. Citizenship: U.S. Citizen.
 3. Level Requirement: Current Level 4 Judge Certification.
 4. Candidate Recommendations: Openings shall be filled by the USAAS International Relations Committee with recommendations from the Officials' Committee. Recommendations will be based on evaluations, attendance, cooperation and availability.
- G. **Evaluator for the U.S. National Championship:**
1. Citizenship: U.S. Citizen.
 2. Level Requirement: Current Level 4 or Level 5 Judge Certification or AQUA Evaluators.
 3. Selection Process: Selected by the Officials' Committee Chair.

1.03. Technical Controller Testing Policies: In order to obtain the specified ratings, the following procedures are required. Candidates who fail written or electronic tests may be retested. A Technical Controllers' rating is good for 1 year from the date of completion of all requirements for the rating. The rating is good until December 31st of the year of expiration.

- A. **Level 1: Difficulty and Synchronization Technical Controller Rating Requirements** (Association and Regional):
1. Minimum Age: 15 years of age.
 2. USAAS Membership: Youth or Adult Instructor, Youth or Adult Professional, Youth or Adult Competitive Athlete, Youth or Adult Athlete, or Youth or Adult Life Membership or Official Levels 1 & 2 required.
 3. Training Materials: USAAS Rulebook, [AQUA Difficulty Introduction Guide](#) and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches and applicable Addendums.
 4. Training Courses and Fees: Online course. Online course and test are complimentary.
 5. Written or Electronic Test: Open book, with 2-hour time limit, 85% passing score.
 6. Retaining Rating: Not available for a Technical Controller.
- B. **Level 1A: Synchronization Technical Controller Rating Requirements** (Association and Regional):
1. For individuals who only want to be trained as Synchronization Technical Controllers at the Association and Regional level. Same requirements as Level 1.
- C. **Level 2: Difficulty and Synchronization Technical Controller Rating Requirements** (Zone and National)
1. Minimum Age: 18 years of age.
 2. USAAS Membership: Adult Professional, Adult Competitive Athlete or Adult Life Membership required.
 3. Level Requirement: Level 1 Difficulty and Synchronization Technical Controller Certification.
 4. Training Materials: USAAS Rulebook, [AQUA Difficulty Introduction Guide](#) and AQUA Artistic Swimming Manual for Judges, Technical Controllers, Referees & Coaches and applicable Addendums.
 5. Training Courses and Fees: Online course. Online course and test are complimentary.

6. Written or Electronic Test: Open book, with 2-hour time limit, 90% passing score.
 7. Retaining Rating: Not available for a Technical Controller.
- D. **Level 2A: Synchronization Technical Controller Rating Requirements** (Zone and National)
1. For individuals who only want to be trained as Synchronization Technical Controllers at the Zone and National level. Same requirements as Level 2.

1.04 Maintenance of Judge and Technical Controller Specific Rating: Judges who fail to meet the minimum requirements to maintain their current level of certification shall hold their judges' rating on a conditional basis. All judges who become conditional or lapsed will be notified in writing 30 days following the USAAS Convention. All Technical Controllers who fail to meet their minimum requirements to maintain their current level of certification will no longer be certified as a Technical Controller.

A. **Minimum Requirements:**

1. **Association Judges** (Existing Levels 1F and Level 1):
 - a. Attend and judge a USAAS Association competition at least 2 times per year.
 - b. If there are no judging positions open, practice judge and submit to the Association Officials Chair (or appointed representative).
 - c. Attend a Judges Update Clinic every 4 years.
2. **Association and Junior Olympic Regional Judges** (Existing Levels 2F and Level 2):
 - a. Attend and judge a USAAS Association Championship, Junior Olympic Regional Championship or Collegiate Regional competition at least 2 times per year.
 - b. Attend a Judges Update Clinic every 4 years.
3. **Zone and Collegiate Regional Judges** (Existing Levels 3F and Level 3):
 - a. Attend and judge any Zone Championship every 2 years.
 - b. Attend and judge a USAAS Association Championship, Junior Olympic Regional Championship or Collegiate Regional competition at least 2 times per year.
 - c. Attend a Judges Update Clinic every 4 years.
4. **National Judges** (Current Level 4F):
 - a. Attend and judge at least 1 National Championship each year. Attend 4 National Championships within an Olympic Quad. These shall include:
 - U.S. Collegiate Championship
 - U.S. 12&U Invitational / U.S. Youth Championship
 - U.S. Junior Olympic Championship (12&U, Youth)
 - U.S. Masters Championship.

The number of competitions required will be prorated for any judge not beginning at the start of the Olympic Quad.
 - b. Attend and judge a USAAS Association competition each year.
 - c. Attend and judge a Regional or Zone Championship each year.
 - d. Attend a Judges Update Clinic every 4 years.

Note: If a Judge attends and participates at a National Championship as a Technical Controller (DTC or STC), that competition will count towards the attendance requirement.
5. **National Judges** (Level 4):
 - a. Attend and judge at least 1 National Championship each year. Attend 5 National Championships within an Olympic Quad. These shall include:
 - U.S. Junior Olympic Championship (12&U, Youth)
 - U.S. Junior Olympic Championship (15-17, 18-19/20)

- U.S. Masters Championship
- U.S. Collegiate Championship
- U.S. 12&U Invitational / U.S. Youth Championship
- U.S. Junior Championship / U.S. National Championship

2 of the first 3 listed Championships must be attended at least 1 time within the Olympic quad; the other 3 may be any of the 6. The number of competitions required will be prorated for any judge not beginning at the start of the Olympic Quad.

- b. Attend and judge a USAAS Association competition each year.
- c. Attend and judge a Regional or Zone Championship each year.
- d. Attend a National Judges Update Clinic every 4 years.

Note: If a Judge attends and participates at a National Championship as a Technical Controller (DTC or STC), that competition will count towards the attendance requirement.

6. AQUA and PAQ Judges (Level 5):

- a. Attend and judge at least 1 National Championship each year. Attend 5 National Championships within an Olympic Quad. These shall include:

- U.S. Junior Olympic Championship (12&U, Youth)
- U.S. Junior Olympic Championship (15-17, 18-19/20)
- U.S. Masters Championship
- U.S. Collegiate Championship
- U.S. 12&U Invitational / U.S. Youth Championship
- U.S. Junior Championship / U.S. National Championship

2 of the first 3 listed Championships must be attended at least 1 time within the Olympic quad; the other 3 may be any of the 6. If a Level 5 Judge is assigned to judge at least 2 International competitions within an Olympic Quad, the judge needs to attend any 4 of the 6 U.S. Championships (1 per year).

- b. Attend and judge a Regional or Zone Championship each year.
- c. Take and pass the AQUA Judges annual online test every year.
- d. Attend an AQUA Judges Certification School and pass the test every 4 years.
- e. Attend competitions necessary to meet AQUA and PAQ requirements.

Note: If a Judge attends and participates at a National Championship as a Technical Controller (DTC or STC), that competition will count towards the attendance requirement.

7. Difficulty and Synchronization Technical Controllers (Levels 1, 1A, 2 and 2A):

- a. Pass the Technical Controller annual refresher course and test.

B. Definition of Certifiable Attendance:

1. The judge must be in attendance, available and willing to judge for a minimum of 2/3 of the events.
2. The competitive year begins on January 1st for determining whether the judge meets the requirements of numbers/kinds of Championships attended/judged.
3. **Exceptions:** Current National Team Coaches who hold a Level 4 or higher rating, AQUA/PAQ Judges (Level 5) and National Judges (Level 4) may petition the Officials' Committee for exceptions to the minimum attendance requirements.
 - a. Judge's work and family obligations shall be considered.
 - b. A substitution of 1 Championship for another will be required.

C. Judges Update:

1. All Levels 1-3 judges must attend an Association Update. Level 4 judges must attend the National Judges Update. Level 5 judges who have taken and passed an AQUA Judges Certification School Test are not required to attend a National Judges Update. See Section 1.04 G below.

2. All Level 1-3 judges not attending the current Association Update will be required to complete the online course and take a written test. National Judges (Level 4) not attending the National Judges Update must attend an Association Update and take a written test.
3. The Judges Update written test will be provided by February 1st for a \$50.00 fee. The test is to be taken and returned to the Officials' Committee Chair or USAAS Education Director ("Education Director") within 30 days of receipt. If the judge does not pass the test (passing scores: 85% for Levels 1 & 2, 90% for Levels 3 & 4), it shall be returned to the judge for correction and must be returned to the Officials' Committee Chair or Education Director for further correction within 2 weeks of receipt of the test. The judge may not officiate at any level as a judge until the written test is passed and reinstatement requirements are met.

D. Judges Evaluations:

1. National Judges (Level 4) are required to meet minimum evaluation standards for each calendar year. The minimum standard is a passing Lowest Acceptable Rating ("LAR") of 80% of all routine events and 80% of all figure events judged, within a given year, with a minimal bias rating.
2. If the minimum standard is not met for routines, or figures, or both, the judge shall be notified in writing by the Officials' Committee Chair and the judge's rating shall become conditional upon review by the Officials' Committee.
3. Failure to Meet Minimum Evaluation Standard (See Section 1.04 D.1 above):
 - a. Evaluations for Routines:
 - (1) Practice judge and pass 3 Preliminary routine events on deck at a U.S. Youth, U.S. Junior or U.S. National Championship.
 - (2) Mentorship Session: If failed, the rating is lapsed.
 - b. Evaluations for Figures:
 - (1) Practice judge and pass an entire Figure panel on deck at a U.S. Youth or U.S. Junior Olympic Championship (12 & under or Youth Age Divisions).
 - (2) Mentorship Session: If failed, the rating is lapsed.

E. Judges Conditional Rating: The Conditional rating is effective January 1 of the following year for a period of 1 year. Judges failing to meet the reinstatement requirements as listed in Section 1.04 F below shall have a Lapsed rating.

F. Reinstatement of Judges Conditional Rating: To reinstate the original rating during the conditional period, the judge must satisfy the following requirements:

1. Failure to Meet Attendance Requirements:

- a. Existing Level 1F: Practice judge a complete Figure panel at an Association Championship. If failed, the rating is lapsed.
- b. Level 1: Practice judge a complete Figure panel and 3 routine events at an Association competition. If failed, the rating is lapsed.
- c. Existing Level 2F: Practice judge a complete Figure panel at an Association or Junior Olympic Regional Championship. If failed, the rating is lapsed.
- d. Level 2: Complete a Mentorship session on any 3 routine events at an Association or Junior Olympic Regional Championship. If failed, the rating is lapsed.
- e. Existing Level 3F:
 - (1) Complete a Mentorship session at any Youth Zone Championship. If failed, the rating is lapsed.
 - (2) Practice judge a complete Figure panel at any Youth Zone Championship. If failed, the rating is lapsed.

- f. Level 3:
- (1) Complete a Mentorship session on any 3 routine events (to include Technical and Free routine events) at any Junior or Senior Zone Championship. If failed, the rating is lapsed.
 - (2) Practice judge a complete Figure panel at any Youth Zone Championship. If failed, the rating is lapsed.
 - (3) Practice judge 3 routine events (to include Technical and Free routine events) at any Junior or Senior Zone Championship. If failed, the rating is lapsed.
- g. Existing Level 4F:
- (1) Complete a Mentorship session at the U.S. Youth Championship or the U.S. Junior Olympic Championship in the Youth Age Group Division. If failed, the rating is lapsed.
 - (2) Practice judge a complete Figure panel at the U.S. Youth Championship or the U.S. Junior Olympic Championship in the Youth Age Division. If failed, the rating is lapsed.
- h. Levels 4 and 5:
- (1) Complete a Mentorship session in a minimum of 3 routine events (to include Technical and Free routine events, where possible) at any of the following competitions, with a minimum of 2 National Judges on the panel. If failed, the rating is lapsed.
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - Youth Age Division at the U.S. Junior Olympic Championship
 - (2) Practice judge 3 Preliminary routine events (to include Technical and Free routine events, where possible) on deck at any of the competitions listed below. If failed, the rating is lapsed.
 - U.S. Youth Championship
 - U.S. Junior Championship
 - U.S. National Championship
 - 15 & over Age Division at the U.S. Junior Olympic Championship
 - (3) For not attending a required Regional or Zone Championship in a given year, the judge must take the Level 4 written test.
- G. **Failure to Meet Judges Update Requirement:** All judges are given the opportunity to attend Judges Update Clinics in their Associations. If not completed by the specified date, the rating is lapsed.
- H. **Reinstatement of a Judges Lapsed Rating:** To reinstate a Lapsed rating, Individuals who were current within the past 3 years or less, must retake the appropriate level test. Individuals who have been lapsed for 4 years or more must petition the Officials' Committee Chair for the reinstatement process.

1.05 Judge Emeritus: A judge who wishes to continue contributing to the sport of artistic swimming, but would prefer to retire from active judging, may elect to become a Judge Emeritus.

A. **Requirements for Active Judge Emeritus:**

1. Level 3, Level 4 or Level 5 Retaining Judge.
2. Must be a member of USAAS at the appropriate level.
3. Must have current SafeSport and Background checks.
4. Must attend a Zone or National Championship each year.

5. Must attend a Judges Update Clinic every 4 years.
- B. Duties may include:**
1. Referee or Vice Referee.
 2. Member of Oral or Mentor Panel.
 3. Judge where needed.

1.06 Requirements for Specific Competitions:

A. National Championships:

1. It shall be the duty of the Officials' Committee Chair (or appointed representative), to select judges and technical controllers for all National Championships.
2. To be eligible to judge a Final event, a judge must also have been in attendance and available for the Preliminary events.

B. Zone Championships:

1. It shall be the duty of the Zone Officials Chair (or appointed representative) to select judges and technical controllers for Zone Championships.
2. To be eligible to judge a Final event, a judge must also have been in attendance and available for the Preliminary events.

C. Regional Championships:

1. It shall be the duty of the Zone Officials Chair (or appointed representative) to select judges and technical controllers for Regional Championships.

D. Association Championships:

1. It shall be the duty of the Association Officials Chair (or appointed representative) to select judges and technical controllers for Association Championships.

1.07 Judge or Technical Controller Affiliation: A judge or technical controller is considered affiliated if they:

- A. Are a paid or volunteer coach, staff or administrator of a Team.
- B. Have regularly scheduled attendance at Team practice.
- C. Are a mother, father, sister, or brother of a competitor.
- D. Are within 1 year following separation of activity with a club. Refer to [USAAS Rule OD 2.3.3.1](#).

1.08 Judge Utilization for Figure Competition: Panels for figures shall be balanced by Zone, Association and club, taking into consideration the number of judges to be utilized per club, the number of panels, and the degree of difficulty of the figures. For Selection of Judges, refer to [USAAS Rule OD 2.3.4](#). Panel assignments shall be posted prior to Figure competition.

1.09 Rated Judges from Other Federations:

- A. Must reside in the USA.
- B. Must petition the Officials' Committee.
- C. Present credentials to enter a mentoring program with a USAAS National Judge.
- D. May attain a comparable or higher rating after residing within the jurisdiction of the United States for at least 2 years.
- E. Meet all the requirements of the rating to be attained.

1.10 Rated Technical Controllers from Other Federations:

- A. Must reside in the USA.
- B. Must petition the Officials' Committee.
- C. Be on the AQUA or PAQ current list of Technical Controllers.

- D. Meet all the requirements of the rating to be attained.

1.11 Judge or Technical Controller Complaint and Review Procedure (Refer to [USAAS Code](#), Article 5, Section 5.07 B.1.c):

- A. Upon the Officials' Committee Chair receiving a written request for review of a judge or technical controller's conduct, the Officials' Committee Chair shall refer the matter to the USAAS Executive Director to be processed according to the [USAAS Administrative Rules](#), [USAAS Grievance Procedures](#) (Appendix K), [USAAS Code of Ethics](#) (Appendix P) or [USAAS Whistleblower and Anti-Retaliation Policy](#) (Appendix S).
- B. Upon the Officials' Committee Chair receiving a written complaint about a judge or technical controller's performance:
 - 1. The person accused shall be notified in writing:
 - a. That a complaint has been received, listing the allegations in detail, and;
 - b. That a review of the judge or technical controller performance is in progress.
 - 2. The Officials' Committee shall review, using any or all the following, as appropriate:
 - a. Conversation with complainant.
 - b. Conversation with individual about whom the complaint was filed to get a response.
 - c. Conversation with others who might have witnessed the event.
 - d. Review of the judge's or technical controller's scores, decisions or evaluations for the event(s) in question.
 - 3. The Officials' Committee shall make a determination regarding the allegations.
 - 4. The Officials' Committee Chair shall notify all involved in writing about the outcome of the review and any recommendations to follow.
- C. **Procedures:**
 - 1. At all times, the Officials' Committee shall adhere to the USAAS Rulebook.
 - 2. Deliberations shall be confidential.
 - 3. If complainants are not willing to be identified, the complaint shall not be considered.
 - 4. The Officials' Committee shall address all appropriate complaints regarding a judge or technical controller's performance, regardless of the infraction.
 - 5. In order to maintain a written record for future reference, all complaints shall be in writing. Responses shall be in writing and put in the records of the Officials' Committee.
 - 6. In the case of complaints regarding biased judging or decisions, records of evaluations shall be put in the records of the Officials' Committee.