|  |  |
| --- | --- |
| Name of Official: |  |
| Licence Number (URN): |  |
| Email Address |  |
| Discipline |  |

**Below section is to be completed by the assessor only**

|  |  |  |
| --- | --- | --- |
| RECORD OF EXPERIENCE | | |
| Minimum of 20 practical experiences since attaining Level 2 | | Yes / No |
| Evidence of acting as chief judge/referee at suitable level event(s) | | Yes / No |
| Feedback / Comments |  | |
| DISCIPLINE QUESTIONS | | |
| Minimum of 80% in discipline questions | | Yes / No |
| Feedback / Comments |  | |
| ASSESSMENTS DETAILS | | |
| 1st REPORT | | |
| Name of Reporter | |  |
| Meeting / Date | |  |
| 2nd REPORT | | |
| Name of Reporter | |  |
| Meeting / Date | |  |
| ADDITIONAL COMMENTS | | |
|  | | |
| Candidate is able to be progressed to level 3 | | Yes / No |
| Name of Assessor / Date | |  |
| Name of Upgrading Secretary / Date | |  |

**Guidance Notes for HCAFs/TROGs**

**Reports**

* Must be carried out by a Level 4 official or a Level 3 official with a minimum of 2 years’ experience.
* Must be carried out at a suitable meeting.
* Minimum of 2 reports - including one as a chief/referee at a suitable level meeting.   
    
  ***Note - If there is not a higher-level official in your chosen discipline to write the Level 3 chief’s report (or if this is not a mandatory report required for your discipline, as listed below), evidence of acting as a chief/referee at a suitable level meeting must be included within the Record of Experience. This must be supported with confirmation of you fulfilling the role of chief/referee by the event organiser/meeting manager of that meeting.***

**Field Judge**

* At least two reports, which must cover –   
  (1) Acting as a team leader/chief judge   
  (2) An active role in a long throw   
  (3) Competent use of EDM.
* At least one report as a Field Referee

**Photofinish**

* At least two reports as a team member to include all the duties of a PF judge. One must show competence in using Finish Lynx equipment.
* At least one report as a Chief Photofinish

**Race Walking**

* At least two reports as a team member

**Starter**

* At least one report as a Chief Starter
* At least one report as a Starters’ Assistant

**Starter’s assistant**

* + At least one report as a Chief Starters Assistant
  + At least one report as a Starters Assistant

**Timekeeper**

* At least one report as a Chief Timekeeper, where photo finish is in operation. Must have 85% of times +/- 0.10.
* At least one report as a team member, where photo finish is in operation. Must have 85% of times +/- 0.10.

**Track Judge**

* + At least one report as a team leader/ chief judge or referee
  + At least one report as a team member or an additional report as a team leader