|  |  |
| --- | --- |
| 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 - see below list for each discipline  
    
  ***Note - If there is a chief’s report required for your discipline and a higher-level official in your chosen discipline, is not available to write the Level 3 chief’s report. Evidence of acting as a chief/referee at a suitable level meeting must be included within the Record of Experience and 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.

**Photo-finish**

* At least two reports as a team member.   
  This must include all the duties of a photofinish judge and at least one report must show competence in using Finish Lynx equipment.

**or**

* At least one report as a team member **and** one report as a Chief Photofinish Judge This must include all the duties of a photofinish judge and at least one report must show competence in using Finish Lynx equipment.

**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 Starter’s Assistant

**Starter’s assistant**

* + At least one report as a Chief Starter’s Assistant
  + At least one report as a Starter’s 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