

# APPENDIX G

(v)

## Center Referee Duties Checklist

### A. PRELIMINARY PREPARATION

1. **CENTER REFEREE SELECTION** - The Chief Referee or tournament Head Coordinator will arrange (or already have arranged) the Center Referees for the divisions to be judged.
2. **KNOW THE RULES** - The Center Referee should thoroughly study the competition rules before the tournament.
3. **REFEREES' CLINIC ATTENDANCE** - The Center Referee should attend any Referees' clinic or rules meetings before the tournament begins.
4. **APPAREL AND EQUIPMENT** - Male Center Referees should wear, as a minimum, a button down shirt and long pants, but preferably, a tie and jacket and they should have their own whistle.
5. **CHOOSING CORNER JUDGES** - The Center Referee should help choose their four (or two) Corner Judges before the beginning of their division (unless they are pre-selected), attempt to recruit them from different geographical locations, and avoid placing them in rings with affiliates or their students if possible.
6. **TRAINING CORNER JUDGES** - The Center Referee should read these "Center Referees' Duties" to the Corner Judges and go over the competition rules and Judges' calls with them.
7. **SCORES AS A JUDGE** - The Center Referee duties include scoring a player as a Judge (excepting continuous sparring).
8. **STAYING TO THE END** - The Center Referee must stay for the duration of the scheduled divisions for their ring.

### B. GENERAL RING DUTIES TO KNOW

1. **GETTING THE COORDINATOR BY WHISTLE** - The Center Referee must attract the Coordinator by using his whistle, by blowing one long duration and raising both hands in the air at the same time. This procedure should be repeated if no one responds.
2. **GETTING MEDICAL HELP BY WHISTLE** - The Center Referee must blow his whistle five (5) short times and have all the ring Judges raise one hand to attract medical help. This procedure should be repeated if no one responds. A Judge may leave to get help if no one responds. This Judge should return immediately after obtaining medical help.
3. **GETTING THE RULES ARBITRATOR BY WHISTLE** - The Center Referee must attract the Coordinator by whistle to get the Rules Arbitrator. The Center Referee calls upon the Rules Arbitrator for all protests and/or rules violations for final decisions.
4. **TO STOP PLAY BY WHISTLE** - The Center Referee must blow his whistle one (1) short time.
5. **SEEDING** - Seeding of any kind is **not** allowed if SKIL rules are being used unless it is the Super Grands World Games/Amateur Internationals.
6. **JUDGING AFFILIATES** - The Center Referees should refuse divisions in which he has affiliates or students competing by telling the Coordinator immediately after the Coordinator has assigned him that division. In forms, the Center Referee should attempt to replace any of the Corner Judges who have affiliates in that ring with another Judge before the division starts. In sparring, the Judge only need be replaced for the match that he has an affiliate competing in, not the entire division. (Preselected Center Referees and Corner Judges at the Super Grands are exempt from these guidelines.)
7. **STAYING IN THE RING** - The Center Referee must stay in his assigned ring unless being relieved by a replacement chosen by a coordinator. To get a replacement, the Referee should attract a Coordinator by appropriately blowing their whistle. No judge should have to leave the ring to get help.
8. **KEEPING CORNER JUDGES** - The Center Referee must keep the required number of Judges in their ring at all times to keep all divisions running smoothly. He should encourage Corner Judges to stay as long as possible. If a Corner Judge leaves after any given division, no one else should leave the ring. The Judge leaving the ring should be asked by the Center Referee to find a replacement immediately, or the Center Referee should whistle for a Coordinator to come and to find a replacement. All forms Judges who are used at the start of a division must remain until that division is completed.
9. **RESPONSIBILITY OF CORNER JUDGES** - The Center Referee is responsible for the actions of the Corner Judges and should not begin a division until the Corner Judges are trained and in their positions to begin.
10. **ENTRY OF LATE COMPETITORS** - The Center Referee will refuse any player into a division after the order of performance or byes have begun being charted, which signifies the "close" of the division.
11. **SCOREKEEPER RESPONSIBILITY** - The Center Referee is responsible for his Scorekeepers and must make sure they fill in the players' score cards completely, legibly and accurately.
12. **SCORING ERRORS** - The Center Referee shall make all final decisions regarding disputed scoring errors, unless it is a rules violation, which the Rules Arbitrator will make a final decision on.
13. **COMPETITOR'S COMPLAINTS** - The Center Referee should try to resolve a player's complaint involving judgment calls. Player complaints regarding a possible rules infraction by any Judge requires the Center Referee to get the Rules Arbitrator by using his whistle to get a Coordinator, who will then locate the Rules Arbitrator. Decisions by the Rules Arbitrator regarding rules infractions are final.
14. **FAIRNESS** - Center Referees must not intimidate the players.

### C. FORMS / WEAPONS / SELF DEFENSE / BREAKING / CHECKLIST FOR EACH DIVISION

1. **FORMS SCOREPADS OR FLIP CARDS** - The Center Referee must be certain that each Side Judge has the necessary scorepads or flip cards, and felt pens if scorepads are used.
2. **PERFORMANCE ORDER SELECTION** - The Center Referee must have the Scorekeepers choose the order of performance by "luck of the draw" if it was not already done in a staging area (this does not apply at the Super Grands World Games). Each player must be assigned a sequence number (and have it written on their player card if they are being used).
3. **ROLL CALL** - The Center Referee must ensure that the Scorekeeper takes a roll call of all players in the order of their competition to: 1) Make sure all player cards or names are accounted for (for the players in attendance) and 2) To make the players aware of their sequence of performance. Roll call should be accomplished by having each player raise their hand as their name is called so that each player sees who precedes them. This can also be accomplished by lining the players up as roll call is announced.
4. **READ RULE OPTIONS AND CRITERIA** - The Center Referee of a forms division must read the two (2) options that are applicable to forms for the tournament.
  1.  II G. 6a - Judges sit on one side (contemporary forms), Judges sit in corners (traditional forms)
  - II G. 6b - Judges sit on one side
  2.  V E. 2a - Specific Forms Criteria
  - V E. 2b - General Forms Criteria

In all blackbelt forms divisions and under blackbelt forms divisions that are not "open," the Center Referee must read to all the players in attendance the general (V.E. 2b.) or specific (V.E. 2a - APPENDIX A) forms criteria option that was chosen for the tournament and that applies to the division that he/she is refereeing.

5. **UNIFORM CHECK** - The Center Referee must check each player's uniform to be certain that it is within the guidelines of the applicable general or specific forms criteria for the division.
6. **ANNOUNCING AVERAGE SCORE** - The Center Referee must inform the Judges that all blackbelt divisions must be scored 8.00 to 10.00 with 9.00 being the average score, and that all under blackbelt divisions must be scored 5.00 to 8.00 with 6.5 being the average score.
7. **RULE KNOWLEDGE** - The Center Referee must ask the players in attendance if they have any questions about the rules.

- \_\_\_ 8. **WEAPONS & PROPS CRITERIA & SAFETY** - The Center Referee must check each competitor's weapon and/ or prop(s) before their division can begin. No live blades, plastic or foam weapons, frayed nunchaku, or faulty weapons are allowed.
- \_\_\_ 9. **PERFORMANCE PROCEDURES** - The Center Referee must make sure that the scorekeepers call one player "up" and announce who is "on deck" after each player performs and receives his/her scores. The first three (3) players "up," however, will have their scores announced one at a time, beginning with the first player, after the third player has competed.
- \_\_\_ 10. **WATCHING SCORES** - The Center Referee must visually watch to see that the forms scores are announced correctly and recorded correctly if electronic scoreboards are being used.
- \_\_\_ 11. **CHECK SCORES** - The Center Referee must check the addition of the top eight players before announcing the winners.
- \_\_\_ 12. **BREAKING CLEAN-UP** - At the end of each players' breaking performance, the Center Referee must make certain that the player or the tournament maintenance personnel has thoroughly cleaned the ring and surrounding area of all breaking remnants.
- \_\_\_ 13. **ASK FOR PROTESTS** - At the end of each division, before the places are awarded, the Center Referee must ask if there are any protests.

#### **D. POINT & TEAM SPARRING - CHECKLIST FOR EACH DIVISION**

- \_\_\_ 1. **SCORING FLIP CARDS** - The Center Referee must make sure the division has scoring flip cards or electronic scoreboards to use so everyone can see the scores.
- \_\_\_ 2. **BYE SYSTEM** - The Center Referee should know the first round "bye system" and set it up for the Scorekeeper if they are not familiar with it and if it was not already done in the staging area.
- \_\_\_ 3. **MATCH - UPS** - The Center Referee should avoid having two players from the same school paired off in the first round.
- \_\_\_ 4. **ROLL CALL** - The Center Referee must ensure that the Scorekeeper takes a roll call of all players in the order of their competition to: 1) Make sure all player cards or names are accounted for, (for the players in attendance) and 2) To make the players aware of their sequence of competition.
- \_\_\_ 5. **UNIFORM / JEWELRY CHECK** - The Center Referee must check each player's uniform to make sure it is within regulation. T-shirts, tank tops and sweat shirts are not allowed in place of sport or traditional uniform tops. Pants above the knees and sleeves above the elbows are not permitted. No metal can be attached to the uniform and no jewelry can be exposed.
- \_\_\_ 6. **READ RULE OPTIONS** - The Center Referee of all point sparring divisions must read the five (5) SKITA rule options that are applicable to sparring for the tournament.
  - (√) 1. \_\_\_ II E. 6a - Judges sit in corner or  
\_\_\_ II E. 6b - Judges stand
  - (√) 2. \_\_\_ VII C. 1a - Groin kicks not allowed or  
\_\_\_ VII C. 1b - Groin kicks allowed
  - (√) 3. \_\_\_ VII E. 2a - Face touch all divisions or  
\_\_\_ VII E. 2b - No face touch for under blackbelts or  
\_\_\_ VII E. 2c - No face touch for any rank
  - (√) 4. \_\_\_ VII F. 2a - One point hand, and one, two or three point kick or  
\_\_\_ VII F. 2c - One point hand or kick  
\_\_\_ VII F. 2b - One point hand and two point kick
  - (√) 5. \_\_\_ VII F. 5a - Player with most points at two minutes wins or  
\_\_\_ VII F. 5b - Blackbelts - player reaching five points (under blackbelt - three points) or whoever is ahead after two minutes wins  
\_\_\_ VII F. 5c - First player to reach five points or is ahead after two minutes wins
- \_\_\_ 7. **RULE KNOWLEDGE** - The Center Referee must ask the players in attendance if they have any questions about the rules.
- \_\_\_ 8. **SOUND WHISTLE** - The Center Referee should tell all the players that one (1) short blow of the whistle stops all play immediately.
- \_\_\_ 9. **SAFETY EQUIPMENT** - The Center Referees must check each and every player in their division for approved hand, foot, headgear, groin cup and mouth piece before they begin and have all male players tap on their cup to make sure they are wearing them. Cups are not allowed to be worn on the out side of the uniform.
- \_\_\_ 10. **SAFETY EQUIPMENT ADJUSTMENTS** - The Center Referee shall be the only person (other than the player himself) to adjust a player's safety equipment, and his opponent cannot go to his coach or be coached during the equipment adjustment.
- \_\_\_ 11. **PRIOR INJURIES** - The Center Referee must ask all the players if they have any prior injuries which are not fully healed and determine if medical personnel should examine the player before allowing him to compete.
- \_\_\_ 12. **USE OF FLAGS** - Judges should not use flags, but should be told by the Center Referee to point to the side of the ring that the player is from. (The Center Referee should not let the Judges point to the player to award points. That makes it very confusing to determine who they are awarding the point to.)
- \_\_\_ 13. **USE NATIVE TONGUE** - The Center Referee should not use the language of the martial arts division origin (i.e. Japanese, Korean). The Center Referee should use his native tongue. For English use: "bow to each other," "guards," "begin," "point," "stop," "judges call," etc.
- \_\_\_ 14. **CONTACT** - The Center Referee must not encourage excessive contact by not making penalty calls. He must call the illegal contact immediately when it happens. Center Referees should be the leaders to enforce contact regulations.
- \_\_\_ 15. **COACHING** - Coaching is allowable only according to the rules.
- \_\_\_ 16. **STOPPING TIME** - The Center Referee can stop time in a match.
- \_\_\_ 17. **ANNOUNCING POINTS** - The Center Referee must indicate points to Scorekeepers to change flip cards or the scoreboard and visibly watch to make sure they are changed correctly before continuing.
- \_\_\_ 18. **ENDING MATCHES** - The Center Referee will end a match when the Timekeeper indicates that time has run out or that a player has scored enough points to win.
- \_\_\_ 19. **CHECK SCORES** - The Center Referee must verify the total of the flip cards or the scoreboard of all sparring scores before announcing the winner of each match.
- \_\_\_ 20. **ASK FOR PROTESTS** - At the end of each division, before the places are awarded, the Center Referee must ask if there are any protests.

#### **E. CONTINUOUS SPARRING - CHECKLIST** (in addition to the point sparring checklist above).

- \_\_\_ 1. **CHOOSING REFEREES** - The Center Referee assigns the Judges that are to his front right and rear left to score the player on his right side, and the other two Judges to score the player on his left.
- \_\_\_ 2. **RESET COUNTERS** - The Center Referee informs the Judges to reset their point counters to zero (0).
- \_\_\_ 3. **STOPPING TIME** - The Center Referee stops time in a match to award penalty points.
- \_\_\_ 4. **SWITCHING JUDGES** - Thirty (30) seconds into the match, the Center Referee will instruct all four Corner Judges to put their point counters down on their chairs without resetting them and procede to assume the position and point counter of the Corner Judge directly to their left and then to Judge the other player for the rest of the match.
- \_\_\_ 5. **ENDING MATCH EARLY** - The Center Referee shall have the right to end a match at any given point in less time than one (1) minute if in his judgement he feels that a player may get hurt if the match continues. At that point the Judges will announce their scores as if the one (1) minute match time had expired.

#### **F. BEFORE LEAVING THE TOURNAMENT**

- \_\_\_ 1. **RETURN OF CENTER REFEREES' EQUIPMENT** - The Center Referee must return any tournament equipment to the designated person or area upon completion of the daytime eliminations or after the evening finals if they are attending them.
- \_\_\_ 2. **PAYMENT** - If the Center Referee is to be paid, it will only be after he has returned any tournament equipment. Promoters will choose their own method of payment, if any is due.