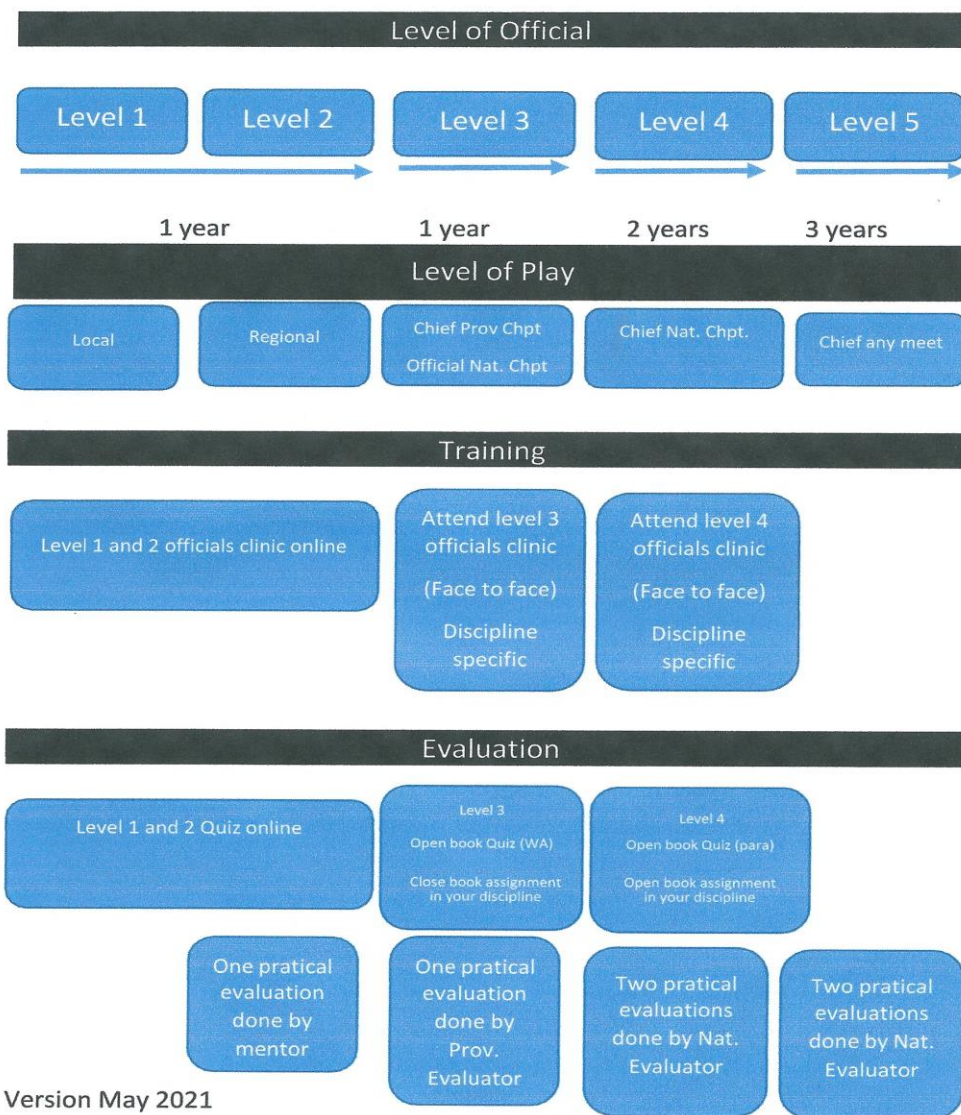


Contents: NOC UPGRADING CRITERIA



ATHLETICS CANADA OFFICIALS CERTIFICATION PROGRAM



Part one: GENERAL NOTES ON UPGRADING CRITERIA: page 4

- I Event Credit System page 4**
- II Types of Meets for Upgrading Purposes page 5**
- III Levels of Officials page 5**
- IV Upgrading Request Application Requirements page 5**
- V Other page 6**

Part two: UPGRADING CRITERIA:

- I Provincial Requirements for Judges - Levels 1, 2 and 3. page 7**
 - A To receive a Level 1 designation
 - B To be promoted from Level 1 to Level 2
 - C To be promoted from Level 2 to Level 3
- II National Requirements for Judges - Levels 4 and 5: page 7**
 - A Common Requirements for Levels 4 or 5
 - B To be promoted from Level 3 to Level 4
 - C To be promoted from Level 4 to Level 5
- III Referees - Level 3, Level 4 and Level 5. page 9**
 - A1 To be promoted to Level 3 Track Referee
 - A2 To be promoted to Level 4 Track Referee
 - A3 To be promoted to Level 5 Track Referee
 - B1 To be promoted to Level 3 Field Referee Jumps
 - B2 To be promoted to Level 4 Field Referee Jumps
 - B3 To be promoted to Level 5 Field Referee Jumps
 - C1 To be promoted to Level 3 Field Referee Throws
 - C2 To be promoted to Level 4 Field Referee Throws
 - C3 To be promoted to Level 5 Field Referee Throws
 - D1 To be promoted to Level 3 Combined Events Referee
 - D2 To be promoted to Level 4 Combined Events Referee
 - D3 To be promoted to Level 5 Combined Events Referee
 - E Specialty Referees –
 - E1 To be promoted to a Call Room Referee and
 - E2 To be promoted to a Starts Referee.

IV Special Categories - Photo Finish Chief and Race Walk Level 3, Level 4 & Level 5 and NTO, WPA NTO, AITO and ITO:

page 12

- A1 To be promoted to Level 3 Photo Finish Chief Judge
- A2 To be promoted to Level 4 Photo Finish Chief Judge
- A3 To be promoted to Level 5 Photo Finish Chief Judge
- B1 To be promoted to Level 3 Race Walk Judge
- B2 To be promoted to Level 4 Race Walk Judge
- B3 To be promoted to Level 5 Race Walk Judge
- B4 Event Credit System for Race Walks
- C1 To be promoted to NTO
- D1 To receive WPA designation as a WPA NTO
- E1 To receive AITO and ITO designation

V Provincial and National Lists:

page 14

- A1 Common Requirements
- B1 To be listed on the Photo-Finish Provincial List (no National List)
- C1 To be listed as Jury of Appeal on the Provincial List
- C2 To be listed as Jury of Appeal on the National List
- D1 To be listed as Announcer on the Provincial List (Deleted 2021)
- D2 To be listed as Announcer on the National List (Deleted 2021)
- E1 To be listed as Competition Secretary on the Provincial List (Deleted 2020)
- E2 To be listed as Competition Secretary on the National List (Deleted 2020)
- F1 To be listed as Technical Manager on the Provincial List
- F2 To be listed as Technical Manager on the National List

Appendix 1

page 16

Guidelines for N/NC Designation

Appendix 2

page 17

Officiating Disciplines Abbreviations

Part 1: GENERAL NOTES

I Event Credit System:

- 1.1 General credits: One event credit received for time worked at an event up to and including 4 hours. Two event credits received for time worked at an event between 4 hours and 8 hours. Three event credits received for time worked at an event in excess of 8 hours.

In all cases, a maximum of three credits per day may be claimed. The exception will be Race Walks, please see the section: IV Special Categories B4 Event Credit System: Race Walks.

- 1.2 Credits: "National Championships (NC)" credits can be carried forward ONLY if they have not been used previously on an upgrade promotion. All other credits which include National ('N') credits, provincial ("P") credits, NOC Level 4 National Clinic and Mentorships/Evaluations are valid for five (5) years and can be used only once.

All credits must be recorded on your meet record card(s) and signed by a Referee, Senior Official or the Meet Director. Meet Record Cards must show that you attended a Clinic and said card must be signed by the Clinician. No official is allowed to sign their own card.

- 1.3 Officials can use only one event credit per 4-hour period (except for Race Walk as noted in Section IV). If an official has worked at more than one event, the official decides which credit is to be used.
- 1.4 Generally, only one official per group may earn a credit as "Chief" within a period of 4 hours. But, in a group of officials covering different events within the discipline (e.g. Shot put and Javelin) where the 'Chief' position has been rotated; all the members who have been 'Chief' may claim a credit as 'Chief' within the 4-hour period, provided each 'Chief' performs all the duties that are normally the responsibility of the 'Chief'. In practice, this means that only one starter may claim a 'Chief' credit in any one session.
- 1.5 Anyone, other than an AITO or ITO, who has been requested to officiate at a meet outside Canada must have the endorsement of their Branch Officials Chair and the National Officials Committee Chair. The written request, on the official letterhead that has been signed by the Officials Coordinator or authorized signing officers from the meet organizing committee, must accompany the request. Credits can be earned outside Canada for NOC's 'active' status only; not for NOC upgrading purposes.
- 1.6 An official must officiate a minimum of 8 event credits per year to maintain active status. An official who is returning to 'active' status cannot use the 8 event credits for reinstatement for upgrading purposes. Officials acting as Evaluators/Clinicians may count that time as "credits" for the purpose of maintaining "active" status.

II Types of Meets for Upgrading Purposes:

1. There are four types of meets for the purpose of upgrading:
 - a) **Regional Meets:** which include small area meets that can be used for upgrading to PROVINCIAL LEVEL ONLY. These meets will not be accepted on requests for upgrading for Levels 4 and 5. An example would be a local all comers/twilight meet organized by a club where 3 to 5 entries per event are the average.
 - b) **Provincial Meets:** which are meets large enough to have Chiefs of events and Referees, or to involve different regions of a province. Examples include larger all-comer meets, school provincial championships, provincial summer games, indoor provincial championships, etc.

NOTE: All non-sanctioned meets can be used for provincial upgrading at the discretion of the Branch Officials Chair. They will not be considered for Levels 4 and 5.

- c) **National Meets and National Championships (N/NC)** are both designated as such each year at the Annual Meeting of the National Officials Committee and the Branch Officials' Chairs. National Championships are meets that include Canadian U20-Open Championships, Canadian Indoor Championships, U18 National Championships, Combined Events National Championships, Canada Games, University Sport Championships and other events designated as such.

NOTE: Guidelines used to determine a "National - N" or "National Championship - NC" designations are attached as Appendix 1.

III Levels of Officials:

1. All officials must hold a valid Athletics Canada membership to maintain their "active" status on a Provincial or National List; as a Level 1, 2, 3, 4, or 5 official; or as an NTO, AITO or ITO.
2. Officials are generalists when they are Level 1 and Level 2. Specialization starts when applying for Level 3.
3. All Level 3, 4, and 5 officials should take an activity (webinar, clinic, rules update) at the branch level every two years in each of their disciplines to remain current on new rules and interpretations.
4. NTO, AITO and ITOs are also generalists and while they are capable of officiating in any discipline they may still have special interests for which they are assigned.
5. Officials immigrating to Canada will be considered by NOC for Level 4, providing that their experience in the officiating discipline is similar to what is required from Level 4 Canadian officials (Refer to Recognition Policy).

IV Upgrading Request Application Requirements:

General:

1. All applications for Level 4 and 5 must first be sent by the official to their Branch Officials' Chair to be processed (which means verifying that all the documentation is complete and accurate.) Requests for upgrading must be signed by the Branch Officials Chair and/or by one other registered official from the Branch (preferably someone who is on the Branch Officials' Committee).
2. All applications meeting the criteria must be sent to NOC c/o the person responsible for Upgrading.

NOTE: Incomplete applications will be returned to the applicant and will not be considered again until received

complete.

3. Requests for upgrading for Level 4 and 5 must be postmarked, computer scanned or 'fax dated' no later than March 31 of the current year for spring upgrading, or September 30 of the current year for fall upgrading. Requests which are not so dated will be returned to the respective Branch Officials' Chairs for resubmission at an appropriate date.
4. There is no waiting period required when applying for upgrades in two disciplines when one is required to get the other, providing that the criteria for both are met. For example, requests for Starter 4 and Track Referee 3 can be submitted at the same time, providing that the criteria for both are met.

Credits:

1. In upgrading requests, at least 40% of the credits listed must be from outdoor events. This is to guarantee that the official has at least some exposure to the effect of the natural elements on the conduct of a meet.
2. It is recommended that officials applying for Level 4 and 5 include at least TWO *indoor* credits, to indicate experience with the unique conditions that indoor events provide.
3. Up to 50% of outdoor credits and 50% of indoor credits used for upgrading purposes can be from competitions for people with a disability.

Evaluation:

1. When applying for the Level 4 or 5, a candidate must be evaluated in all the events or tasks within the discipline. For example, Throws Judges must work all 4 throws; Umpires must lap score; **Vertical and Horizontal Jumps must work in both events in the discipline.** It is recommended this be the case for promotion to Level 3 as well.

V Other:

1. When a new discipline is added to the Directory, the following procedure will be followed:
 - a) Criteria for the discipline will be established by NOC
 - b) "Grandfathering" will take place up to and including Level 4 or National List by NOC
2. Canadian NTOs, AITOs and ITOs may act as Mentors or Evaluators for any discipline after attending a National Mentor or Evaluator training session.
3. Officials are automatically added to the Jury of Appeal National List when they become at least a World Athletics National Technical Official (NTO).

Part 2: UPGRADING CRITERIA

I. Provincial Requirements for Judges - Levels 1, 2 and 3:

A. To be promoted to Level 1:

An official must:

1. Have 1 event credit in each event group (track running events - throws - vertical jumps - horizontal jumps)
2. Have attended the on-line NOC Level 1 clinic

B. To be promoted from Level 1 to Level 2:

An official must:

1. Have done 2 sessions in each event group (track running events - throws - vertical jumps - horizontal jumps)
2. Have completed 1 year of service as an official;
3. Have attended the on-line NOC Level 2 clinic
4. Have received an Evaluation from his/her Mentor/Evaluator.

C. To be promoted from Level 2 to Level 3:

An official must:

1. Have 16 events credits in the discipline, for which the upgrading is requested since upgrading to Level 2,
 - a) 4 of which must be provincial or above, and
 - b) 8 of which must be as Chief, Assistant Chief or Section Head
2. Have written an approved NOC National open book exam and obtained a mark of at least 80%;
3. Have completed at least one year of service as a Level 2 official;
4. Attended a Level 3 clinic on the specific discipline;
5. Have received one Evaluation Report, done by an Evaluator - Level 3 on the Provincial List;
6. Have sent a Request for Upgrading to the Branch Officials' Chair for review and approval.

II. National Requirements for Judges - Level 4 and Level 5:

A. Common Requirements: All officials requesting upgrading to Levels 4 or 5 must:

1. Have worked at their previous level for at least 6 months before requesting an Evaluation session.
2. Have been certified, in writing, as a competent official by two different Evaluators on the NOC Evaluation Report Form. And that the Evaluators be different from those used for the previous upgrading. For both Level 4 and Level 5 the official must be chief for at least one event in each Evaluation session, and must chief all events/tasks within the discipline during the 2 Evaluation sessions. For Level 5 the official must Chief all sessions. The two reports must be completed by Evaluators who are on the NOC Evaluator List current at the time of the Evaluation session and who are listed in the discipline requested and it is recommended that those two evaluators be different than the Level 4 ones.

3. For Level 4, one of the meets at which the Evaluation session takes place must be of “National - N” or “National Championship- NC” designation. For Level 5, both of the meets at which the Evaluation sessions take place must be of “National” or “National Championship” designation. The Evaluation sessions must take place at two (2) different meets. The exception will be Level 4 Race Walks where only one successful Evaluation Report will be required for upgrading. The Evaluator must be different from the one used at Level 3. Level 5 requires two successful Evaluation reports and must meet the criteria as stated above and it is recommended that those two evaluators be different than the Level 4 ones.

NOTE: A successful Evaluation means that the official has met the “Fully” in all six competencies on the Evaluation Report.

4. Have submitted a Request for Upgrading, complete with two successful Evaluation Reports and a list of the necessary credits, to the Branch Officials’ Chair. The Branch Officials’ Chair will in turn review the forms for accuracy and completeness, and then forward the request to the NOC Vice-Chair: Upgrading, with a recommendation. The NOC Upgrading committee will then review the request, and either approve it or reject it. The applicant and the Branch Officials’ Chair will be informed in writing, of the results.

NOTE: Incomplete applications will be returned to the applicant and will not be considered again until received complete.

B. To be promoted from Level 3 to Level 4:

An official must:

1. Have a minimum of 24 event credits accumulated in the discipline requested since the last upgrading in this discipline,
 - a) 8 of which must be from “National” or “National Championship” meets,
 - b) All 24 of which must be as Chief, Assistant Chief, or Section Head,
 - c) 12 of which must be as Chief, and
 - d) 8 of which must be obtained after having attended the National Clinic.
2. At least two (2) years of service in the discipline requested, since the last the upgrading in this discipline;
3. Have taken a National Clinic in the discipline, and satisfactorily completed the corresponding NOC assignment.
4. Have taken a WPA open book exam and attained a mark of at least 80%.

C. To be promoted from Level 4 to Level 5:

An official must:

1. Have a minimum of 36 event credits accumulated in the discipline requested since obtaining Level 4. These credits must meet the following criteria:
 - a) 4 credits must be from “National Championship” meets,
 - b) 8 additional credits must be from “National” meets or above.
 - c) All credits listed must be as Chief, Assistant-Chief or Section Head in the discipline requested,

unless the application is for Referee, in which case all the credits listed must be as Referee or Assistant-Referee.

- d) 18 credits must be as Chief;
 - 2. At least three (3) years since obtaining Level 4 in the discipline requested.
 - 3. Have attended an activity such as a webinar, rules update or clinic.
- D. Successive Upgrading:** The time requirement as listed in section B 2 (or C 2) above is WAIVED for applicants for Judge Level 4 (or 5) who are already qualified at that level in another discipline.

III. Referees - Level 3, Level 4 and Level 5:

Track Referees shall progress from Level 3 to Level 4 to Level 5.

A1 To be promoted to Level 3 Track Referee:

An official must:

- 1. Be at least a Level 4 Umpire.
- 2. **Have at least 3 credits in each of 3 track disciplines * other than Umpire.**
- 3. Must receive two Evaluation Reports from two different Evaluators on the approved Evaluator Lists.
- 4. Follow the standard upgrading criteria for Level 3, as described in section I C, except for I C 2 and I C 3.

*** Choice between (Starter, Starter's Assistant, Photo-Finish, Call Room Judge, Race Walk)**

A2 To be promoted to Level 4 Track Referee:

An official must:

- 1. **Be at least a Level 3 Starter or Starter's Assistant and 4 credits in each of the 2 disciplines* other than Umpire.**
- 2. Follow the standard upgrading criteria for Level 4, as described in section II.
- 3. Must receive two Evaluation Reports and it is recommended that those two evaluators be different than the Level 3 ones.

*** Choice between (Starter, Starter's Assistant, Photo-Finish, Call Room Judge, Race Walk)**

A3 To be promoted to Level 5 Track Referee:

An official must:

- 1. Be at least a Level 5 in any track discipline;
- 2. Must receive two Evaluation Reports, one of which must reflect that the candidate has acted as a Referee in charge of Starts and it is recommended that those two evaluators be different than the Level 4 ones.
- 3. Follow the standard upgrading criteria for Level 5, as described in section II.

Field Referee Jumps shall progress from Level 3 to Level 4 to Level 5.

B1 To be promoted to Level 3 Field Referee Jumps:

An official must:

- 1. Be at least a Level 4 in either Horizontal or Vertical Jumps, and be a Level 3 in the other;

2. Must receive two Evaluation reports which cover both Horizontal events and both Vertical events;
3. Follow the standard upgrading criteria for Level 3, as described in section I C, except for I C 1 and I C 3. The credits listed must reflect that the candidate has acted as a Referee in each of the 4 jumps events at least twice.

B2 To be promoted to Level 4 Field Referee Jumps:

An official must:

1. Follow the standard upgrading criteria for Level 4 as described in section II. The credits listed must reflect that the candidate has acted as a Referee in each of the 4 jumps events at least 3 times.
2. Must receive two Evaluation reports which cover both Horizontal events and both Vertical events and it is recommended that those two evaluators be different than the Level 3 ones.

B3 To be promoted to Level 5 Field Referee Jumps:

An official must:

1. Be at least a Level 5 in either Horizontal or Vertical Jumps, and be a Level 4 in the other;
2. Follow the standard upgrading criteria for Level 5 as described in section II. The credits listed must reflect that the candidate has acted as a Referee in each of 4 jumps events at least 4 times.
3. Must receive two Evaluation reports which cover both Horizontal events and both Vertical events and it is recommended that those two evaluators be different than the Level 4 ones.

Field Referee Throws shall progress from Level 3 to Level 4 to Level 5.**C1 To be promoted to Level 3 Field Referee Throws:**

An official must:

1. Be at least a Level 4 Throws Judge;
2. Follow the standard upgrading criteria for Level 3, as described in section I C, except for I C 2 and I C 3. The credits listed must reflect that the candidate has acted as a Referee in each of the 4 throws events at least twice.
3. Must receive two Evaluation Reports covering all 4 throws events in each.

C2 To be promoted to Level 4 Field Referee Throws:

An official must:

1. Follow the standard upgrading criteria for Level 4 as described in section II. The credits listed must reflect that the candidate has acted as a Referee in each of the 4 throws events at least 3 times.
2. Must receive two Evaluation Reports covering all 4 throws events in each and it is recommended that those two evaluators be different than the Level 3 ones.

C3 To be promoted to Level 5 Field Referee Throws:

An official must:

1. Be at least a Level 5 Throws Judge;
2. Follow the standard upgrading criteria for Level 5, as described in section II. The credits listed

must reflect that the candidate has acted as a Referee in each of the 4 throws events at least 4 times.

3. Must receive two Evaluation Reports covering all 4 throws events in each and it is recommended that those two evaluators be different than the Level 4 ones.

Combined Events Referee shall progress from Level 3 to Level 4 to Level 5.

D1 To be promoted to Level 3 Combined Events Referee:

An official must:

1. Have a Level 3 rating as a Track official and as a Field Referee, *or* have a Level 3 rating as a Field official *and* as a Track Referee;
2. Have worked at least 6 Combined Events (not 6 event credits), all as a Combined Events Referee or Assistant C.E. Referee (4 of the Combined Events must be higher than pentathlon);
3. Have received two Evaluation Reports from a Combined Events Referee, or from a member of the National List of Jury of Appeal, who are on the NOC Evaluators List.
4. Have sent a Request for Upgrading to the Branch Officials Chair and / or Committee for review and approval.

D2 To be promoted to Level 4 Combined Events Referee:

An official must:

1. Since last upgrading, have worked as a Combined Events Referee or Assistant Combined Events Referee. Referee in at least 9 Combined Events (not 9 event credits), all higher than pentathlon, three of which must have been at “National” or “National Championship” meets, as defined by NOC;
2. Have received two Evaluation Reports from an Evaluator from the National Evaluators List, or from a member of the National List of Jury of Appeal and it is recommended that those two evaluators be different than the Level 3 ones.

D3 To be promoted to Level 5 Combined Events Referee:

An official must:

1. Since last upgrading, have worked as a Combined Events Referee or Assistant Combined Events Referee. Referee in at least 12 Combined Events (not 12 event credits), all higher than pentathlon, 4 of which must have been at “National Championship” meets, and 4 of this must have been at “National” meets or above, as defined by NOC;
2. Have received two Evaluation Reports from an Evaluator on the National List, or from a member of the National List of Jury of Appeal and it is recommended that those two evaluators be different than the Level 4 ones.

NOTE: For upgrading purposes, Combined Events Pentathlon and below can only be counted as a half-event.
When different age categories of Combined Events are run together as one event then it is one event.

E Specialty Referees

To be recognized as a Start Referee:

Criteria:

- At least a combination of a Level 4 Track Referee and Level 4 Starter; OR
- A combination of a Level 3 or higher Track Referee with a Level 5 Starter or either a Level 5 Track Referee with a Level 4 Starter.
- All AITOs, ITOs, WA and ITOs WPA are automatically eligible to be a Start Referee.

To be recognized as a Call Room Referee:

Criteria:

- At least a combination of a Level 5 Starters Assistant with Call Room experience and be a Level 3 or higher Track Referee.
- All AITOs, ITOs, WA and ITOs WPA are automatically eligible to be a Call Room Referee.

IV Special Categories - Level 3, Level 4 and Level 5 Photo Finish Chief Judge

A1 To be promoted to Level 3 Photo-Finish Chief Judge:

An official must:

1. Be on the Photo-Finish Provincial List;
2. Have attended a Clinic on Photo-Finish Chief Judge given by a Clinician on the NOC List of certified Clinicians;
3. Must be able to work cooperatively by providing race results to Technical Information Centre (TIC) staff at a National Meet.
4. Must be able to set up, read images and confirm the accuracy of race results.
5. Have a good understanding of computer files, networking and interface with national media;
6. Follow the standard upgrading criteria for Level 3, as described in Part 2, Section I C, except for I C 2 and I C 3.

A2 To be promoted to Level 4 Photo-Finish Chief Judge:

An official must:

1. Have attended a National Clinic on Chief Judge Photo-Finish, given by a Clinician on the NOC List of certified Clinicians;
2. Be able to determine if camera equipment is properly aligned;
3. Follow the standard upgrading criteria for Level 4, as described in Part 2, Section II.

A3 To be promoted to Level 5 Photo-Finish Chief Judge:

An official must:

1. Follow the standard upgrading criteria for Level 5, as described in Part 2, Section II.

Special Categories - Level 3, Level 4 and Level 5 Race Walk Judge

B1 To be promoted to Level 3 Race Walk Judge:

An official must:

1. Have worked 12 event credits as Race Walk Judge,
 - a) 4 must be from Provincial Meets or above, as defined by NOC, and
 - b) 6 must be as Chief Race Walk Judge (they can be the same credits);
2. Follow the standard upgrading criteria for Level 3, as described in Part 2, Section I C, except I C 1.
3. One Evaluation Report is required.

B2 To be promoted to Level 4 Race Walk Judge:

An official must:

1. Have worked a minimum of 16 event credits since last upgrading in this discipline,
 - a) a minimum of 6 must be “track” and a minimum of 6 must be “off track” of which at least one (1) event is 20 k or longer;
 - b) 8 as Chief Judge; and
 - c) 8 of the 16 credits must be from “National” meets as defined by NOC;
2. Follow the standard upgrading criteria for Level 4, as described in Part 2, Section II, except for II B 1 except (d) where they must have 4 credits after the NOC National Clinic;
3. One Evaluation Report is required and must cover both “track” and “off track” events. The recommended Evaluator should be different from the one at Level 3;
4. Have taken a National Clinic in the discipline, and satisfactorily completed the corresponding NOC assignment.

B3 To be promoted to Level 5 Race Walk Judge:

An official must:

1. Have worked a minimum of 24 event credits since the last upgrading, all as Chief Judge,
 - a) Of these, 8 must be “track” and 8 must be “off track” of which at least two (2) events are 20km or longer;
 - b) 4 of which must be from “National Championship” Meets; and
 - c) another 8 of which must be from “National” Meets or above;
2. Have received two Evaluation Reports covering both “track” and “off track” events. The Evaluators must be on the NOC Evaluator List or be a member of the National Jury of Appeal List and it is recommended that those two evaluators be different than the Level 4 ones;
3. Follow the standard upgrading criteria for Level 5, as described in Part 2, Section II, except for II C 1.

B4 Event Credit system for Race Walks will be as follows:

Local / Regional Provincial Meets have a value of 1 credit per race (except 800 m, 1500 m or 3000 m races which count as .5 credit per race) to a maximum of 2 per day.

National and National Championships Meets (N/NC) have a value of 2 credits per race (except 800 m, 1500 m or 3000 m races which count as 1 credit per race) to a maximum of 4 per day.

NOTE: When different Race Walk race distances, sexes, age groups are run together as one event then it shall be considered to be one (1) event for credit purposes.

Special Categories:**C1 NTO Status (World Athletics)**

To be promoted to **NTO**: (Canada has delegated responsibility from World Athletics)

An official must:

1. Be a Level 5 Referee.
2. To write the Technical Officials Education and Certification System Level 1 (NTO) exam, must have first completed two (2) years as a Level 5 Referee, in any discipline. A written request must be sent to the Branch Officials' Chair that there is interest in taking the exam. The BOC will contact the NOC Chair with the request. The National Officials' Committee Chair will coordinate the process for writing the exam;
3. Successfully pass the NOC closed book, rules-based, written exam.

D1 NTO Status (World Para Athletics)

To be promoted to **NTO**:

An official must:

1. Be a Level 4 Referee.
2. Successful completion of the WPA on-line Level 1 course.
3. Successful completion of the NOC open book, WPA rules-based, written exam.
4. To take the Technical Officials World Para Athletics (NTO) program, must have first completed two (2) years as a Level 4 Referee, in any discipline. A written request must be sent to the Branch Officials' Chair that there is interest in taking the course, unless there is a specific competition coming up in the geographical area. The BOC will contact the NOC Chair with the request. The National Officials' Committee Chair will coordinate the process for taking the course.
5. Successfully pass the WPA NTO course and written exam.
6. NTO status for World Para Athletics is based upon successful completion of the Level 2 (NTO) course given by a certified Educator for WPA.

NOTE: it is possible that the WPA level 2 course will be conducted "on-line."

E1 AITO and ITO Status (NACAC, World Athletics and World Para Athletics)

These education programs, as well as the WPA Level 3 and 4 programs are NOT delegated to Canada and are managed directly by NACAC, WA and WPA.

V Provincial and National Lists:**A COMMON REQUIREMENTS:**

For Categories B to F

1. An official must have a letter of recommendation from the Branch Official's Chair stating that the official meets the requirements listed for each category. For the National List, an official must have worked at the Provincial List Level in that discipline for two [2] years.
2. For Categories C to F below, the meet record card (or photo copy or documentation) that the official has worked at meets in this capacity must accompany the letter of recommendation.

B1 To be listed on the Photo-Finish Provincial List:

An official must:

1. Have a good understanding of the general rules of photo finish;
2. Have a good understanding of required timing equipment;
3. Have a good understanding of computer files;
4. Be able to determine if the camera equipment is properly aligned;
5. Follow the standard upgrading criteria for Level 3, as described in section I C except part 1 b.

C1 To be listed as Jury of Appeal on the Provincial List:

An official must be at least a Level 3 Referee.

C2 To be listed as Jury of Appeal on the National List:

An official must be at least a Level 4 Referee.

NOTE: NTO's will automatically be added to the National Jury List.

D1 To be listed as an Announcer on the Provincial List:

- as of 2021, this category is no longer recognized

D2 To be listed as an Announcer on the National List:

- as of 2021, this category is no longer recognized

E1 To be listed as a Competition Secretary on the Provincial List:

- as of 2020, this category is no longer recognized

E2 To be listed as a Competition Secretary on the National List:

- as of 2020, this category is no longer recognized

F1 To be listed as a Technical Manager on the Provincial List:

An official must:

1. Have a good understanding of track and field technical specifications as outlined in the WA and WPA handbook and rules. This includes all site measurements, implement weights and measures for both track and field events, and an understanding of how to accurately determine if the implements comply with the rules.

F2 To be listed as a Technical Manager on the National List:

An official must:

1. Have a good understanding of the technical requirements for a National Championship including both WA and WPA Rulebook requirements;
2. Be able to oversee and direct the set-up of all technical aspects for a National Championship.
3. Must have one Evaluation Report completed.

Appendix 1: Guidelines for N/NC Designation

Measure	Minimum Level for 'N' Designation	Minimum Level for 'NC' Designation
Age level of athletes	U20 / U18	U20 / U18
Teams of officials	yes	yes
Full schedule of events	yes	yes
Calibre of athletes	average	above average
Number of provincial teams /national teams	at least 3, unless dual meet between 2 national teams	over 3
Event staffing (officials)	basic, with at least 2 Level 3 Referees	full complement with at least 2 Level 4 Referees
Type of meet (i.e. level of pressure) - qualifying, team competition	average	above average
Degree of formality (ACC, aides, indicator boards, media/TV, equipment, paperwork, etc.	average	above average
Media/TV presence	press only	TV or Video Streaming
Sanctioned	by Member Branch	by Athletics Canada
Does this meet simulate a Canadian Sr. Championship?		yes

Notes:

1. **U18 National Championships** are, by general agreement, normally “**NC**”.
2. **USports** Championships are generally “**NC**”, but must be reviewed each year since each province handles this event differently.
3. The current listing of N/NC Meets designated by NOC are listed on the Athletics Canada: Officials Website.

Appendix 2: Official Disciplines Abbreviations

Title	Abbreviation
Announcer / Annonceur National	AN N
Announcer / Annonceur Provincial	AN P
Area International Technical Official / Officiel Technique Continental	AITO
Combined Events Referee / Arbitre Epreuves Combinees	CER
Field Referee General / Arbitre des Concours General	FRG
Field Referee Jumps / Arbitre des Concours Sauts	FRJ
Field Referee Throws / Arbitre des Concours Lancers	FRT
Finish Line Judge / Juge a l'Arrivee (Level 3 only / niveau 3 seulement)	FLJ
Horizontal Jumps / Sauts Horizontaux	HJ
International Technical Official / Officiel Technique International	ITO
Jury of Appeal / Jury d'appel National	J N
Jury of Appeal / Jury d'appel Provincial	J P
National Clinician / Formateur National	N C
National Evaluator	N M/E
National Technical Official / Officiel Technique National	NTO
Photo Finish Chief Judge / Chef-Juge Photo	PFCJ
Photo Finish National / Operateur Photo National	PF N
Photo Finish Provincial / Operateur Photo Provincial	PF P
Competition Secretary Provincial / Secetaire de Competition Provincial	
Competition Secretary National / Secetaire de Competition National	CSN /CPS
Starter	S
Starter's Assistant / Assistant Starter	SA
Start Referee / Arbitre de départ	SR
Call Room Referee / Arbitre de Chambre d'appel	CRR
Call Room Judge / Juge de la Chambre d'appel	CR
Technical Manager National / Gérant Technique National	TM N
Technical Manager Provincial / Gérant Technique Provincial	TM P
Throws / Lancers	T
Timekeeper / Chronometreur (Level 3 only / niveau 3 seulement)	TK
Track Referee / Arbitre de Piste	TR
Umpire / Commissaire	UMP
Vertical Jumps / Sauts Verticaux	VJ
Walks Judge / Juge de Marche	WJ