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

|  |
| --- |
| 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  |  |

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

Completed form to be sent by the assessor to the relevant upgrading secretary for onward distribution to the candidate and England Athletics via officialsaccreditation@englandathletics.org

**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. ***If there is not a higher-level official in your chosen discipline to write the level 3 chiefs report, 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 Judges**

* 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

 **Photo-finish**

* 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 Photo-Finish

**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

 **Starters’ assistant**

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

 **Timekeepers**

* 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 Judges**

* + 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