

MEMORANDUM



To	National Race Officials & Member States		
From	AusDBF		
Date	19 June 2020	Document No	M-0042
Subject	National Race Officials Re-Accreditation Process		

AusDBF via the Race Officials Mentor program (ROMP) State Representatives over the last 12 months has spent considerable time reviewing and developing the content for training for Level 1 (Introductory) and Level 2 and 3 (Advanced) including all the relevant resources.

As part of the review process a decision was made to change the re-accreditation from every 4 years to annually (12 months). This was done to assist the Race Officials to keep their knowledge and skills current as the AusDBF Rules of Racing and processes are updated annually.

AusDBF has developed an online re-accreditation tool where the Race Officials can assess their knowledge. All the Race Officials accreditation data has been uploaded into revSPORT with automated reminders set at 60 days, 30 days, 7 days prior to expiry. Apologies to those Race Officials who may already be receiving expiry notifications from revSPORT.

Race Officials are a valuable resource to AusDBF and all the respective Member States. The online re-accreditation tool has been developed to support the Race Officials pathway and professionalism within our sport.

2019 Accreditation Race Officials

If you are one of the Race Officials who completed the Level 1 Course from June 2019 or successfully completed your upgrade exam, you have all been uploaded as the new program and will be on 12 month annual re-accreditation as of 01 July 2020.

2017 and 2018 Race Officials

If you are one of the Race Officials who completed the Level 1 Course in 2017 or 2018 or upgraded to level 2 or 3 you will remain on the old 4-year expiry. However, when your expiry comes up for renewal you will automatically move across to the new program and annual re-accreditation. That said, AusDBF encourages all Race Officials to jump online and assess your knowledge using the re-accreditation tool.

2016 Race Officials

Any Race Officials who completed the Level 1 Course during 2016 or upgraded to level 2 or 3 as your expiry comes up this year (if it hasn't already) you will move to the annual re-accreditation program.

The re-accreditation assessment tool is **OPEN BOOK**, based on the AusDBF Rules of Racing (not State by-laws). AusDBF encourages all Race Officials to have a copy of the latest version of the Rules of Racing <https://www.ausdbf.com.au/policies/> and the Regatta Operational Guidelines including RO Roles and

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Responsibilities v2.5 (June 2020) <https://www.ausdbf.com.au/ausdbf-courses/officials-courses/> handy when completing the online re-accreditation tool.

The ROMP group have developed a separate set of questions for each Race Official Level. The Link for re-accreditation can be found on the AusDBF website - <https://www.ausdbf.com.au/ausdbf-courses/officials-courses/>

The re-accreditation resource tool has been developed in alignment with Training Assessment Education information.

Level 1 – re-accreditation

Has 20 questions, 80% pass mark. Answers are based on select information provided. Questions are based on Boat loading, Time keeping, Marshaling, Race Administration and general questions.

<https://www.surveymonkey.com/r/Lvl1-RO-Reaccred>

Level 2 – re-accreditation

Has 12 questions with 80% pass mark. Questions are divided into 3 types Choose an answer, provide an answer and 3 scenarios. The areas focused on are – Race Secretary, Chief Marshall, Water Umpire, Chief Boat Loading, Chief Judge, and radio communication usage.

<https://www.surveymonkey.com/r/Lvl2-RO-Reaccred>

Level 3 – re-accreditation

Has 11 questions with 80% pass mark. Questions are divided into 3 types Choose an answer, provide an answer and 4 scenarios. The areas focused on are – Chief Starter, Chief Water Umpire, Chief Official and Safety Officer

<https://www.surveymonkey.com/r/Lvl3-RO-Reaccred>

Is there a cost?

AusDBF has implemented a \$15 per person administration fee which will assist in covering the costs of the development of the training resources and online re-accreditation tools.

How do I register to re-accredit?

Step 1 - pay the \$15 including gst administration fee via revSPORT payment gateway. Race Officials will receive an automated receipt for payment from revSPORT. Please keep a record of receipt number.

Click here to register - <https://www.ausdbf.com.au/events/list/>

Step 2 - click on the race official level link and complete the questions, hit submit

Step 3 - Race Officials who pass will receive an automated renewal confirmation via revSPORT.

Step 4 - Race Officials will receive an automated reminder email when re-accreditation is due in 12 months' time.

Step 5 - ROMP representatives will work those Race Officials who may require further assistance and mentoring

NOTE: Race Officials who wish to apply to upgrade to the next level, contact your State ROMP representative to discuss options

AusDBF encourages all Race Officials to liaise with the ROMP reps in your State, as they are there to support you on your Race Officials journey.

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