

# MEMORANDUM

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<b>To</b>	<b>National Race Officials &amp; Member States</b>		
<b>From</b>	AusDBF		
<b>Date</b>	19 March 2021	<b>Document No</b>	M-0053
<b>Subject</b>	National Race Officials Re-Accreditation for 2021-2022		

AusDBF would like to take this opportunity to thank all the race officials for their resilience over the last 12 months and acknowledge the flexibility shown in being able to adapt to change when COVID hit and forced us all to rethink how we manage our regattas. Even more pleasing was the manner in which race officials embraced technology to streamline our processes.

AusDBF understands the last season for all States has been challenging with fewer regattas and fewer race officials required, which means many of the race officials will have been unable to meet the minimum requirements to maintain accreditation.

Based on the recommendation from the ROMP group, AusDBF has approved both recommendations below:

1. For 2020-2021 season race officials do not have to have officiated at any events, they will simply need to complete the online re-accreditation when it is due during 2021.
2. The administration fee of \$15.00 per person remains unchanged for 2021-2022 financial year.

AusDBF is pleased with the response rate shown by the Race Officials in trialing the online re-accreditation which was implemented in July 2020. This process has proven to be very useful for all the ROMP representatives as it has provided helpful insights into how best they can provide support and mentoring to the Race Officials across Australia.

The previous courses required race officials to be re-accredited every 4 years. This has now moved to an annual on-line re-accreditation. The expectation is that reaccrediting annually will encourage race officials to keep their knowledge and skills current and by completing it online means the re-accreditation can be completed at a convenient time and location for each race official.

Race Officials will receive an automated reminder from revSPORT at 60 days, 30 days, 7 days prior to expiry.

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.

## **2017 Race Officials**

If you are one of the Race Officials who completed the Level 1 Course in **2017** or upgraded, then you will be moving from the old process to the new process of online annual re-accreditation during **2021**.

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### **2018 Race Officials**

If you are one of the Race Officials who completed the Level 1 Course in **2018** or upgraded, then you will be moving from the old process to the new process of online annual re-accreditation during **2022**. However, AusDBF encourages all Race Officials to not wait, jump online and assess your knowledge using the re-accreditation tool.

### **2016 and earlier Race Officials**

Any Race Officials who completed the Level 1 Course during 2016 or earlier or upgraded to level 2 or 3 will now be showing as expired in revSPORT, you will need to go online to complete your re-accreditation.

The re-accreditation assessment tool is **OPEN BOOK**, based on the **AusDBF Competition Regulations and Rules of Racing V9.2** (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 Responsibilities <https://www.ausdbf.com.au/ausdbf-courses/officials-courses/> handy when completing the online re-accreditation tool.

The ROMP group has 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 and Assessment Education information.

### **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

Level 1 - <https://www.surveymonkey.com/r/Lvl1-RO-Reaccred>

Level 2 - <https://www.surveymonkey.com/r/Lvl2-RO-Reaccred>

Level 3 - <https://www.surveymonkey.com/r/Lvl3-RO-Reaccred>

**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 with 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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