Road B Module 2
ASSISTANT JUDGE

The Road B Modules are designed so that officials can take the initiative to learn more about the various tasks involved in working a bicycle race to work toward advancement to a level B official. This is an important designation as level B officials are qualified to be the Chief Referee of any local race. Each module contains a pre-test and the answer key as well as reading lists. Use these tools to test your knowledge and to learn more about best practices that are recognized nation-wide.

As a part of this process, contact a member of the National Technical Commission (NTC) in your area to be set up with an RB Module Google spreadsheet. This spreadsheet is where you will have mentors rate your progress on the skills associated with each module, with the opportunity to leave feedback in the notes section that can be very specific to you, and with the goal of helping you assess your strengths as an official and have a clear idea of what you still need to work on as you are working races. Below are the steps of that process for this module.

1. Take the pre-test included in this document and grade yourself with the answer key.
2. Complete the required reading listed below, making note of components that were included in the pre-test and anything else that resonates with you.
3. While working races as an official, review the list of skills related to judging and actively work on those skills as the opportunity arises.
4. Invite a mentor who has observed you using these skills at races to edit your **RB Module Progress GoogleDoc**. Your mentor can then rate you on the Judging tab and make comments about your progress as applicable. You may invite multiple mentors to rate you - you are not limited to one. Your goal for this module is, with practice, to be at "Developing skill" or above for at least 70% of Judging skills.
5. Retest yourself if it would be helpful for you.

RB Module 2: ASSISTANT JUDGE

GOALS

The purpose of this module is to provide the Assistant Referee for road events with the necessary information and experience needed for refereeing at a criterium. The module serves as part of the training necessary for Level C officials to advance to a Level B official.

After successful completion of this module, the Level C Road Official will be able to:
1. Understand the concepts and terminology used for scoring races that are run on a circuit, like a criterium.
2. Track the following for races that allow for lapping:
   a. Lap count
   b. Lap times
   c. Laps to go
   d. Riders off the front
   e. Identify the field and its size
   f. Riders off the back
   g. Time splits
   h. Lapped riders
   i. Pulled riders
   j. Riders who did not finish (DNF)
   k. Prime winners
   l. Order of finish
3. Understand the concepts and terminology used for scoring and timing races that are point-to-point, like a road race and a time trial.
4. Track the following for races run point-to-point:
   a. Riders who did not finish (DNF)
   b. Order of finish
   c. Finish times
   d. Penalties

REQUIRED READING

USA Cycling Rulebook
- General Regulations | 1M. Finish of a Race
- Road Racing | 3C. Individual Road Race
- Road Racing | 3D. Criterium
- Road Racing | 3E. Individual Time Trial

READING INCLUDED IN THIS MODULE
- Assistant Judge

RB Module 2: ASSISTANT JUDGE

SKILLS FOR THIS MODULE

In step 4. of the process of completing your modules, your mentor will provide a ranking and feedback on the following skills in your **RB Module Progress GoogleDoc**. If you do not have a GoogleDoc set up for you yet, contact your local member(s) of the National Technical Commission. That list can be found at the bottom of the [official's upgrade page](#) at USA Cycling.

Ranking for the Assistant Judge skills runs from "No experience" to "Some exposure" to "Developing skill" to "Fulfilling local needs with support" to "Fulfilling local needs independently".

ASSISTANT JUDGE: CRITERIUM SKILLS
Lap count on score sheet
Track riders off the front
Identify the field and its size
Track riders off the back
Track lapped riders
Riders who are up a lap
DNF (did not finish or pulled)
Prime bell and winners
Score the finish
Lap times
Calculate laps remaining
Time splits to groups off back
The winning time
Times for groups at the finish
Write up an order of finish
ASSISTANT JUDGE: ROAD RACE SKILLS
Lap count (if a circuit)
Track riders off the front
Identify the field and its size
Track riders off the back (OTB)
DNF (did not finish)
Score the finish
Lap times
Time splits to groups off back
The winning time
Times for groups at the finish
Write up an order of finish
ASSISTANT JUDGE: TIME TRIAL SKILLS
Riders in the order of finish
Watch time for each rider
Calculate finish times for each rider
Assess penalties, if any
Write up an order of finish

RB Module 2: ASSISTANT JUDGE

PRE-TEST

1. If the bell is rung in error, the officials should:
   a) Neutralize the race for one lap, then restart the race.
   b) Judge the sprint for the next lap, then the chief referee shall decide if the race should be rerun in part or in total.
   c) Inform the riders that the bell has been run in error and that the race will continue.
   d) Add 12% to the prize list for that race.
   e) Both (a) and (d)

2. Lapped riders in a road race:
   a) Must finish on the same lap as the race leader.
   b) Must not give or receive pace from riders on different laps.
   c) Must withdraw immediately upon being lapped.
   d) May contest the final sprint with the leaders.
   e) All of the above.

3. Lapped riders in a criterium:
   a) Must finish on the same lap as the race leader.
   b) Must not give or receive pace from riders on different laps.
   c) Must withdraw immediately upon being lapped.
   d) May contest the final sprint with the leaders.
   e) All of the above.

4. Which of the following is NOT a normal way to show that rider #12 has abandoned a race?
   a) 12 A
   b) 12 DNF
   c) 12 C
   d) ~~12~~

5. According to the scoring symbols in the module, what is the difference in meaning between the following designations?

<div align="center">

34   34r

</div>

_____

6. The brief score sheet on the following page shows the flow of a six-lap race. Based on that sheet, please create the final race results in the space next to the scoring columns.

⑤	④	③	②	①	F	RESULTS
1	2 5:55	3 6:05	4 5:58	5 6:10	6 6:06	7

⑤	④	③	②	①	F
30R ⟹	3	12	12	3	3
	12	3	20	25	27
	21	___	3	10	19
	___	@45″	___	___	30
	@32″	6	@1:00	@30″	___
	13	9	28	12	@50″
	8		17	20	12
	5	F	14	___	20
	7	⟹		@1:20	25
	F	@2:05	F	22	10
	⟹		⟹	23	___
	@1:35	30	@3:50	F	@1:30
	19	19	27	⟹	1
	27	27	19		2
	30	___	30		24
	___	@4:30			11
	@3:00	25			4
	20	10			5
	10				6
	25				15
					16
					26
					18
					7
					14
					21
					22
					8
					9
					13
					17
					23
					28
					29

Race / Date /Category / Name

7. Use the data below to calculate the results of the time trial. On the starter's sheet (+2) indicates that the rider left 2 seconds early.

Starter's notes:

Start order and time calculations:

Rider	Start Time	Watch Time	Calculated Time
201	10:00:30	✓ (+1)	
202	10:01:00	✓	
203	10:01:30	✓	
204	10:02:00	✓	
205	10:02:30	✓	
206	10:03:00	late	
207	10:03:30	DNS	
208	10:04:00	✓	
209	10:04:30	✓	
210	10:05:00	✓	
211	10:05:30	✓	
212	10:06:00	✓	
213	10:06:30	✓	
214	10:07:00	✓	
215	10:07:30	✓ (+2)	
216	10:08:00	✓	
217	10:08:30	✓	
218	10:09:00	✓	
219	10:09:30	✓	
220	10:10:00	✓	

Finish times
order + times ↓

Order of riders finishing:

Punch	Bib# / Watch Time
1	201 57:32.34
2	202 58:00.12
3	204 58:04.99
4	203 58:06.67
5	205 59:36.55
6	206 1:01:13.26
7	208 1:02:07.78
8	209 1:02:15.25
9	210 1:02:27.84
10	212 1:03:10.45
11	211 1:03:12.06
12	213 1:03:22.65
13	214 1:03:40.45
14	215 1:04:23.02
15	216 1:04:53.12
16	217 1:05:26.34
17	219 1:07:33.56
18	218 1:15:35.88
19	220 1:15:42.06
20	
21	
22	
23	

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Extra worksheet:

Order of riders finishing:

Punch	Bib# / Watch Time
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	

Start order and time calculations:

Rider	Start Time	Watch Time	Calculated Time
201	10:00:30		
202	10:01:00		
203	10:01:30		
204	10:02:00		
205	10:02:30		
206	10:03:00		
207	10:03:30		
208	10:04:00		
209	10:04:30		
210	10:05:00		
211	10:05:30		
212	10:06:00		
213	10:06:30		
214	10:07:00		
215	10:07:30		
216	10:08:00		
217	10:08:30		
218	10:09:00		
219	10:09:30		
220	10:10:00		

RB Module 2: ASSISTANT JUDGE

PRE-TEST, Answer Key

1. If the bell is rung in error, the officials should:
   b) Judge the sprint for the next lap, then the chief referee shall decide if the race should be rerun in part or in total.

2. Lapped riders in a road race:
   b) Must not give or receive pace from riders on different laps.

3. Lapped riders in a criterium:
   a) Must finish on the same lap as the race leader.

4. Which of the following is **NOT** a normal way to show that rider #12 has abandoned a race?
   c) 12 C

5. According to the scoring symbols in the module, what is the difference in meaning between the following designations?

34	34r
_____ **Bib # 34** _____	_____ **34 riders in a group** _____

6. Create the final race results in the space next to the scoring columns.

⑤	④	③	②	①	F		FINISH RESULTS
1	2 5:55	3 6:05	4 5:58	5 6:10	6 6:06	7	8 / 9
30R	3	12	12	3	3	1st	3
=	12	3	⑳	㉕	㉗	2nd	12
	21	___	3	⑩	⑲	3rd	1
	@32"	@45"			㉚		2
	13	6	@1:00	@30"	@50"		24
	8	9	28	12	12		11
	5	F	17	20	⑳		4
	7	=	14	@1:20	㉕		5
	F	@2:05	F ✓	22	⑩		6
	@1:35	30 ✓	@3:50	23	@1:30		15
	19	19 ✓	27°	F	1		16
	27	27✓	19°	=	2		26
	30	@4:30	30°		24		18
	@3:00	25°			11		7
	20✓	10°			4		14
	10✓				5		21
	25✓				6		22
					15		8
					16		9
					26		13
					18		17
					7		23
					14		28
					21		29
					22		27 @1 lap
					8		19
					9		30
					13		20
					17		25
					23		10
					28		
					29		

RB Module 2: ASSISTANT JUDGE

7. Calculate the results of the time trial.

Start order and time calculations:

Place ↓

Rider	Start Time	Watch Time	Calculated Time	Place
201	10:00:30	(+1) 57:32.34	57:03.34	9
202	10:01:00	58:00.12	57:00.12	8
203	10:01:30	58:06.67	56:36.67	2
204	10:02:00	58:04.99	56:04.99	1
205	10:02:30	59:36.55	57:06.55	10
206	10:03:00 (late)	1:01:13.26	58:13.26	17
207	10:03:30	DNS	—	
208	10:04:00	1:02:07.78	58:07.78	16
209	10:04:30	1:02:15.25	57:45.25	14
210	10:05:00	1:02:27.84	57:27.84	12
211	10:05:30	1:03:12.06	57:42.06	13
212	10:06:00	1:03:10.45	57:10.45	11
213	10:06:30	1:03:22.65	56:52.65	4
214	10:07:00	1:03:40.45	56:40.45	3
215	10:07:30	(+2) 1:04:23.02	56:55.02	6
216	10:08:00	1:04:53.12	56:53.12	5
217	10:08:30	1:05:26.34	56:56.34	7
218	10:09:00	1:15:35.88	1:06:35.88	19
219	10:09:30	1:07:33.56	58:03.56	15
220	10:10:00	1:15:42.06	1:05:42.06	18

RB Module 2: ASSISTANT JUDGE

Assistant Judge
(ADAPTED FROM THE 2005 OFFICIALS MANUALS, PART 1 & 2)

The job of assistant judge requires the ability to focus and maintain concentration, as you are responsible for backing up the chief judge for scoring the race, and there are other responsibilities that you may be assigned as a judge. While working as a judge, you will learn to use a stopwatch to time the race as well as learn to judge the finish and to score. Different judges develop their own shorthand for scoring, and you will too. Watch and learn from judges that you work with as well as from the recommended scoring shorthand in this module. Remember, the top priority is that you chief judge should be able to "read" your score sheet, even when you are not there.

CHECKING BIB NUMBERS AT THE START
As an assistant judge, you may be asked to help verify that riders have their numbers positioned correctly. It is to your advantage to make sure that numbers are not pinned on upside down, are not folded, and the correct number series is on the line. If a number is too high, too low or on the wrong side, you can ask the rider to re-pin the number (or help the rider with this). Folded numbers are difficult to read. Without the border around the number, it blends in with the jersey instead of standing out. This interrupts the rhythm of the judge while writing numbers, which can affect that rider's scoring as well as those around the rider. It helps explain the reasoning behind positioning numbers correctly when working with riders. If a rider is on the line in a number series that is different from the other riders, determine whether or not the rider is lined up for the correct race.

THE MECHANICS OF JUDGING
Learning where to focus your attention as you are judging the finish is a practiced skill. Be aware that as you are watching a sprint to determine the winner (result), if you visually follow the riders all the way to the line, you will prejudge the finish. Your mind will tell you what it thinks should happen, not necessarily what did happen at the finish. Instead look at the finish line and judge the finish based on the leading edge of the winner's front wheel.

Some important notes:
- You cannot referee the sprint action and still judge effectively!
- If there is a crash at the finish, maintain your focus, keep your eyes on the finish and get the results. If you focus on the crash, you will compromise your ability to record results!
- Even if there is film or video, you must always get as many numbers as possible. You never know when there could be a power failure and you get no results from the camera! Even when there is good film a rider can be hidden from the camera, or a number may be obscured. If you have gotten numbers deep into the field, it's possible that you managed to pick up one of those "missed" riders.
- When there are multiple judges, everyone should stagger the positions they are judging. If this is not done, then you will find out that of the 3 judges on the stand, you all got first, second, and third, and nobody has fourth and beyond.

- Use a downstream judge when you have no photofinish camera. The downstream judge is placed past the finish line at a point where riders will be slowing down and sitting up. The downstream judge should record every number possible in the group. Numbers recorded will not be order of finish but will enable the Chief Judge to eliminate riders from the top placings who were actually in the back of the field.

THE MECHANICS OF SCORING

How do you record the numbers at the finish? Many people use a tape recorder on the final lap and transcribe the results once the race is finished; others write numbers as they go by and have trained themselves to not look at the paper while writing them. Get as many numbers as you can. You will miss some then pick up more numbers (again getting as many as you can), miss some more, and then get more numbers. It's important to get as many numbers as possible even though you have some gaps. If other judges are doing the same thing, you'll be surprised how much information you will have that will be advantageous when putting together the results of the race.

SCORING RACES THAT ALLOW FOR LAPPING
Examples: criterium, scratch race, cross-country, short track, and cyclo-cross.

When scoring this type of race, the highest priority on the judges' stand is to keep a written record of the riders you see and anything that could be important later. Without the rider being noted in the scoring, it is next to impossible to guess where the rider should be placed. The Chief Judge is often called away to speak to a rider, to answer questions, or to check results. The Assistant Judge should keep scoring. Do not walk away to help with results unless the Chief Judge asks for help. It is the Assistant Judge's responsibility to keep a running scoring record of everyone who crosses the finish line. Have a system of symbols for when riders are lapped, when riders get primes, and to indicate the field and breaks in time between groups of riders. The following are things that you will track when you are scoring.

Lap Count: On the scoring sheet, keep a running record of how many laps the racers have done. When the number of laps left in the race is known, note this as well.

Riders off the front, off the back, the field and its size: Keep a list of the bib numbers of riders off the front and off the back. Try to get bib numbers in the peloton if possible. If it is a large peloton, get a rough head count each lap. This will help you know when things are changing and help you keep track of all riders.

Lapped riders: Keep a running list of lapped riders. At the end of the race, the judges will need to be able to create a list with the bib numbers of riders who are lapped, including how many laps the riders are down. Lapped riders should be marked with a symbol on the scoring sheets so that judges can help answer questions about whether or not the rider is on the same lap as the leaders.

Riders taking laps: Though this may not happen very often, there are times when riders take a lap on the field. It should be noted that the field is not down, but those riders are up to the

field. Technically, if riders taking a lap are on "even lap" or "zero lap", the field would be at -1, and then lapped riders would be -2, -3, etc. However, if a break of 5 takes a lap on a field of 50, it is certainly easier to list five riders as +1, instead of having to list 50 riders as -1 and add them all to your running tally of lapped riders.

Riders not finishing (DNF or pulled): It is important to note in a scoring sheet the lap and time that riders are pulled or noted as DNF in a race. This may be important information in the final results. The difference between pulled and DNF may be significant. Sometimes, riders who are pulled are given a place. A rider who just quits is never placed. This is a decision that will be made by the Chief Referee or Chief Judge. As an Assistant Judge, you will need to know what to do with riders that are pulled, that is, whether to just list them as DNF or to place them.

Identify prime winners: Be sure to note when the bell is rung (and for whom it is rung, e.g., leaders, field, this group only), the lap in which the prime sprint takes place, and the prime winner(s). Sometimes the promoters will have separate sheets, envelopes, or index cards with the prizes indicated. These can be used to record winners as well.

The finish: Be at the finish line to score any racers who finish after the main peloton. Create an order of finish from your notes and consult with other judges in regard to lapped riders and riders taking laps. Remember to label your notes as to what the race was and what category of racers was involved. Make sure to put your name, license number, and date on the sheets. If there are multiple sheets, staple them together and give them to the chief judge.

TIMING ANY RACE ON A CIRCIUT
Examples: criterium, circuit race, scratch race, cross-country, short track, and cyclo-cross.

Start a stopwatch at the start of each race. You will then use time gaps between groups and time splits each lap that you will learn to translate into an image in your mind of how the race looks. "Reading a race" will help you anticipate any changes. Keeping track of the time splits for groups of riders lets you know how long before a rider is lapped and those time splits may be needed if a race needs to be reset due to weather or a race incident. The following are things that you will track when you are timing. At most races, you will do <u>both</u>.

Lap times: Keep a record of the time of each lap and the total time in the race. This will help in timed races to determine the number of laps in the race (see 'Laps to go', below). Lap times are often required for color commentary. In some events there may even be a prize for the fastest lap. If riders about to be lapped are pulled from the race, the Chief Referee will want to know the average lap time so s/he can give the off the back riders as many laps as possible before asking them to retire.

Laps to go: Most criteriums are based on time. This keeps the program moving on schedule. If the race is supposed to be 45 minutes, you determine the number of laps to go by timing the first two to five laps, and then use those lap times to determine the average lap time. You then divide the total time by the average lap time to determine the correct number of laps for that race. Generally, riders should see laps counting down at least half way through the race.

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Time splits during the race and at the finish: Keep a record of the time splits for groups and note this where the splits are occurring in the scoring. Time splits are always taken from the front of the race, the lead rider. Time splits may be needed by the Chief Referee to determine whether to sprint a group early, or they may be needed to reset a race if there is an incident that stops the race. At the finish, record the winning time and then take times for every gapped group of riders or individual rider.

SCORING AND TIMING ANY POINT-TO-POINT RACE
Examples: road race, time trial, kilo, downhill, and Enduro.

If you are timing a massed start point-to-point race, like a road race, you will start your watches when the group is started. If there is a neutral start, arrange to be on a radio so you can hear the official start or agree to use the start of the neutral portion for timing. If you are timing any version of a time trial, with a separate start time for each rider (or group of riders for the Team Time Trial), you will need to synchronize your watches with the other judges and the starter. The Chief Judge should arrange this with the judges and the starter in advance of the race. The following are things that you will track when you are scoring and timing these types of events.

Riders not finishing (DNF or pulled): If a rider does not appear in your results, they will be marked DNF (Did Not Finish) or A (Abandon). It is best to know that this is a correct placing for them than to just assume it. For example, if a rider shows up on your start list and is marked as not starting by the starter, that rider should show up as DNS (Did Not Start) instead. For these types of races, the starter is going to have information that you need as well as any officials on the road with the riders.

Finish times (and placings): Record a finish time for every rider or group of riders. In order to score a time trial, with a separate start time for every rider, finish times must be calculated and then sorted into the correct finishing order. While an excel spreadsheet can help with this, learning to time and score a time trial by hand is a good skill to have.

Applying penalties: The referees on the course or the starter may have information that results in time penalties. While this is ultimately the responsibility of the Chief Judge, be sure to apply time penalties, if any, before posting your final placings (or comparing them to those generated by the Chief Judge).

NOTES ABOUT SCORING
Scoring is a skill that has to be practiced regularly to stay at the top of your ability. Scoring can be broken into several segments that can be "phased in" as a new scorer learns the skills. While the big picture of scoring is similar, there are differences for each of the disciplines of road races, criteriums, time trials, track, and cyclocross.

Scoring shorthand: Symbols are used as shorthand to understand what is scored on the page. Beginning on the next page is a description using vertical scoring of an example of how these symbols are used. It is lap 6 of a race.
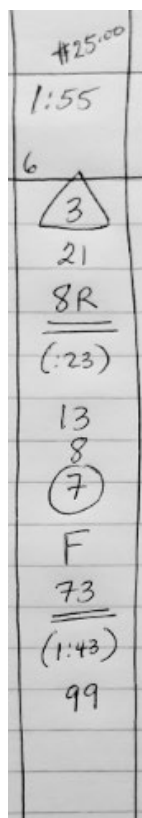
- A $25 prime was awarded this lap
- The lap time of the leader for lap 6 was 1:55

- Lap 6
- Rider #3 won the prime, followed by rider #21

- Group of 8 riders

- 23 second gap from the leader to the next group

- Riders #13, 8 and 7 are in front of the field or peloton
- Rider #7 is a lap down
- 'F' or 'P' designates the field or peloton
- Rider #73 is at the end of the peloton

- A minute and 43 second gap from the leader to the next rider or group
- Rider # 99

Some judges prefer to score "vertically" (down the page) while others prefer the horizontal (across the page) method. Here is a sample of the same information included above, but using the horizontal method:
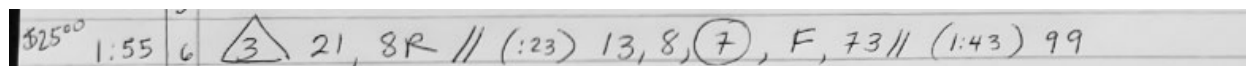
WATCHING AND READING THE RACE

A good scorer can always recreate the race from a scoresheet such as the ones above. However, there is one other piece of paper that a scorer should maintain. This is the laps up and down tally sheet. At the end of the race, there might be 20 or more riders down laps. It will take a long time to count up all your slash marks, time you don't have in a crowded schedule. Thus, as a rider is lapped, besides indicating that on the score sheets as above, immediately write the bib number on a separate sheet or in a separate place on your score sheet:

> Category 4 Men
> Rider # Laps Down
> 7   I
> 101   II

You add more tally marks if a rider goes down more than one lap. In this way, once the race is over, you will know how many laps each rider has lost.

While it is tempting to rely solely on such score sheets, the scorers must also watch the race! There are many times in a race where, even with the best score sheets, it is not obvious if a rider is losing a lap or not. An official watching the race will have a much better idea of who is going fast and who is going slow. When you have a rider who is alone and off the back who then appears at the front of the field the next lap, you need to consider:

- Did the rider lose a lap to the field on that lap?
- Did the rider suddenly recover and catch the field?
- Could a rider catch back up from your version of the double slash line?
- The last time the rider passed the S/F line, were they riding dejectedly, head hanging low, or were they riding hard, looking like someone who had a chance to catch back up?

Knowing the answers to these questions will always make your job easier and your results will be more accurate.

OTHER DUTIES ASSIGNED TO JUDGES

Lap cards and Bell: As a judge, you may be assigned to change the lap cards and ring the bell for any primes or for the finish. It is helpful if the lap cards are placed on the same side of the road as the judges, in a way that they are visible to the riders, the judges, and the announcer if your race has one. If you are working laps and bell, make sure of the following:

- It is important to score the race and record time gaps for the riders.
- Change the lap cards the same way each lap, usually on the lead vehicle if one exists.
- Confer frequently with the Chief Judge to ensure that you are both on the same lap, i.e. that the correct lap is being shown to the riders.
- Verbally call out laps to confirm with the judges/scorers. Does not need to be done every lap, perhaps every 5 laps or so. Do this over the radio if you have one.
- Announce prime laps and the last few laps of the race over the radio if you have one to alert the referees and motor officials of potential changes in the race dynamics.
- Ring the bell with one lap to go, cards show "0" at the finish of the race.

Prime Judge: This position may be useful and necessary for races with lots of primes. Things you should consider if the is your responsibility:

- It is important to score the race and record time gaps for the riders.
- Record all the primes and the prime winners Record several places in excess of the prime just in case the apparent winner is not eligible to win. Record the lap on which the prime was awarded, and the group to which it was awarded (like the leaders, main field, chase group, etc).
- Note any unusual occurrences with prime sprints. Sometimes a rider in the field will not realize that a rider off the front won the prime. If you see a rider sprinting hard in the field for a non-existent prime, make a note of the lap it was on and who it was. Then you will be prepared to answer the rider's question about why they didn't win a prime.
- Double check with your pit referee to see if all riders were eligible for the prime. Any rider who was reinserted on a prime lap is not eligible to race for the prime on that lap.

RB Module 2: ASSISTANT JUDGE

<u>Turnaround Judge</u>: Supervise the turnaround at a time trial, which includes making sure the marshals are doing their jobs. What you will need to track if assigned this job:

- The turn referee's primary responsibility is to keep a list of all the riders who make it to the turn along with their times. Times may be running time (like the judges) or merely time of day.
- Note any riders not making the turn (need to have a start list to be able to do this).
- Follow the last rider in unless that duty has been designated to someone else.
- Submit all information to the Chief Judge.

Your report is used to assist in establishing who finished, confirm any drafting violations and solve timing problems at the finish. Often the turnaround official has the key piece of information that allows the correct results to be published.

CHIEF JUDGE

The Chief Judge is responsible for delegating jobs to the assistant judges and scorers and the Chief Judge has the responsibility for judging the finish and usually any primes or sprints.

In point to point road races, the Chief Judge normally stays at the finish line. For larger road races with intermediate sprints or a mountain classification, there needs to be a plan to get those results out on the road. If the Chief Judge is out on the road with a race, it is important to allow plenty of time to get to the finish. You should check to ensure the finish area is secure. You also need to ensure that the organizer has put down the finish line.

In a circuit race, or other races that allow for lapping, the Chief Judge is expected to score each lap of the race. Assign assistant officials specific duties regarding both scoring and order of finish. This will be dependent on the size of the fields and the number of places required. All information regarding scoring (riders passed), timing, and order of finish should be given to the Chief Judge.

Before results are posted, the Chief Judge must verify them and sign them. This means that your primary responsibility as Chief Judge is to come up with complete and accurate information as quickly as possible. You need to have enough information from the Assistant Judges, Scorers, Service Pit and Referees to justify the results.

Race results should optimally include:

- Place
- Rider #
- Racing License #
- Name
- Team/club

Logical Progression

- Collect all the raw data from the Assistant Judges. Always use official information before going to the riders for input. If the information is incomplete, it may be necessary to talk to the riders but do so in a controlled setting. EXCEPTION: If you have a major camera error, let the riders know as soon as possible before they disperse. Riders are more receptive to helping early than after a protracted delay, and you can ask those riders to let you know where they were placed relative to other riders.
- When you have the information you need, come up with a preliminary order of finish.
    - If there are any unresolved conflicts, declare them as equal placings.
    - Check the preliminary order of finish against the score sheets to determine if any lapped riders are in the placings.
    - Check pit reports to see if any lapped riders may have had a free lap during the race and to see if they contested and won a prime immediately following their free lap. If applicable, check the report from gear rollout.
    - Check with the Chief Referee for any penalties that may affect the results.
- Establish a final order of finish.
- Announce Posting of Results (or amended results) and Start a Watch.
- The Chief Judge or a designated Assistant Judge should be available near the result sheet to accept protests in case there are any.
    - Deal with one rider at a time in a controlled setting.
    - Carefully examine your information against what the rider has said.
    - Weigh your evidence according to the objectivity, experience, and proximity of the observers.
    - Reach a decision promptly, and report back to the protestor.
    - If you deny a protest, the rider may argue. However, if no new evidence is offered, the case is closed. Dismiss the rider calmly and never argue.
    - If the protest is valid and the results need to be redone, pull the original results from the posting area. Redo results and re post them with a new time of posting.
- Allow the riders to review the film and your scoring of the race.

TEAM COMMUNICATIONS

As the Chief Judge, you also need tomake sure you are communicating with the necessary people in the following areas before during and after the race:

Chief Referee: Make sure all your questions are answered before the race begins. You will especially need to know how lapped riders will be handled. Be clear on when and how you will be getting your reports from the various areas such as the other referees, gear rollout, etc. since these reports are necessary before you can make your results final. The Chief Referee will often want you to keep a tally on the number of starters by category as this information is needed for the Chief Referee's report.

RB Module 2: ASSISTANT JUDGE

Registration: Find out how you will get copies of the final registration list before each race starts. Find out how and where the organizer will get results before prize payout. Review procedures with the prize payout person, to ensure that results have been posted at least 15 minutes and all protests answered before payout begins!

Assistant Judges: Don't have all your judges begin judging at first place. If you do, you will probably not get all the places you need. Assign one judge to start at first, another at third, another at sixth, etc. Make sure you have enough judges to cover all your places. If you don't, and only as a last resort, you may need to use volunteers. Somebody needs to monitor the lap cards and bell, especially if the person operating them is a volunteer. Communication is the key to success. Confirm lap counts often.

> Scorer: "Showing 1 and bell"
> Judge: "Confirmed – bell lap"

Photo Finish Camera: If a photo finish camera is being used, make sure test shots have been made and any adjustments to ensure the best exposure have been completed and tested before the end of the race. Make sure the camera operator will be available during the race to shoot any groups of riders you need when something noteworthy is happening.