



DECK REFEREE EVALUATION CHECKLIST

Name: _____ **Evaluator:** _____

Location: _____ **Date:** _____

Meet: _____ **Session:** _____

Key: **N/O** - Not Observed **N/W** - Needs Work **G** - Good **V/G** - Very Good

<i>(NOTE: it takes approximately one [1] week for the change in status to be processed & recorded do NOT anticipate it sooner.)</i>	N/O, N/W, G, V/G
Pre-Session	
1. Check Meet Announcement – DR must review to be prepared for the meet to understand the running of the meet	
2. Assist the Meet Referee as asked:	
3. Check certifications of any walk on officials	
4. Plan the deck assignments based on sign ins	
5. Check competition course for flags, secure starting blocks, secure bulkhead, touch pads, wiring, water/air quality & temp, etc.	
6. Check in with timing system and HyTech computer operators to make sure all systems are operational	
7. Meet the AO and discuss the desired protocol for the meet	
8. Conduct Official's Briefing (stroke, protocol and jurisdictions)	
9. Meet Coaches	
10. Meet assigned Chief Judge and Starter to discuss running of the deck	
11. Invigilate (observe/manage) warm-ups as requested by MR	

Meet Sessions	
1. Act in capacity of Deck Referee	
2. Discuss position with Starter – they select location	
3. Discuss false start protocol prior to start	
4. If Radios are used, use proper radio protocol	
5. Make sure officials in position at start and during each race	
6. Manage flow – follow Meet Referee lead/request	
7. Blow whistles	
8. Maintain Time Line at the pace requested by Meet Referee	
9. Assist any handicapped swimmers appropriately	
10. Observe competitors for safety and fairness of each race	
11. Make sure timing system board operative	
12. Make sure correct heat # posted during each race	
13. Interact with Timing Table for no-show swimmers, timing board issues, touch pad issues, etc.	
14. Record order of finishes	
15. Work with CJs effectively	
16. Handle on deck questions	
17. Rotate with other deck referees as needed	
18. Handle DQs/Swim offs/etc while on off rotation – confer with AOs	
19. Be sure all is resolved prior to leaving meet	

After Session	
1. Conduct post meet review with officials or trainees requiring it and Meet Ref	
2. Thank all officials in person, thank coaches for coming	
3. Confirm and check final results with AO	
Overall Performance Rating:	
Overall Observations/Comments:	

I acknowledge that I have received this evaluation and it has been discussed with me.

Deck Referee Trainee signature _____ Date _____

Evaluator's signature _____ Date _____

(Trainee Official should retain a copy when applying for certification. Evaluators may make copy for their records.)