

NOTES FOR HEAD JUDGES

- 1. DO NOT ALLOW ANY COMPETITOR TO COMPETE UNLESS THEY HAVE A VALID MEMBERSHIP WITH THE IFSB/NFSB.** If a competitor tells you they forgot their card or has applied, but not received their card, have them fill out and sign a membership application form and collect the membership fee. Make a note on the membership form about the situation. It will be verified at headquarters. If they are indeed a member, we will send their check back to them.
- 2.** All membership application forms, membership fees, and **ALL** judging forms are to be sent directly to IFSB/NFSB headquarters. **DO NOT LEAVE THEM WITH THE PROMOTER.** Your professional fee is mailed upon receipt of this paperwork.
- 3.** Please request your judges to make **at least** one comment per round per competitor. The competitors need this feedback to refine and improve their presentations and performances.
- 4.** If a tie should occur:
 - a) The competitor winning the most rounds (2 out of 3) prevails.
 - b) In the rare event (it has NEVER happened) a tie still exists,
 - 1) If there are an odd number of judges including the head judge, each judge will give 1 additional point to one competitor only.
 - 2) If there is an even number of judges including the head judge, all judges EXCEPT the head judge will give 1 additional point to one competitor only.
- 5.** Please stress to your judges the importance of using the percentage points. These are used to safeguard against ties.
- 6.** When Speaking to competitors, as in comparisons, please refer to them as either "competitors" or "ladies," or preferably by their competition number. Please avoid "girls" or any other term that can be mistaken as demeaning, derogatory or familiar. Examples: "Will competitor number 8 please return to the line," "Competitor number 5 please don't flex," "Would all of the athletes please move two steps to the left."
- 7.** Please do not tell a judge that they are scoring a competitor too high or too low. It is the individual judges right to assign any score they wish. Judging criteria, physique type, etc., should be made clear during the judges meeting prior to competition. We do not want to present the opportunity for any judge to be able claim he or she was told to place one or another of the competitors higher or lower than he or she honestly felt.
- 8.** Please double check your adding, and if possible have a second person check your adding. Scores are not averaged ($8.9 + 7.8 + 9.1 + 8.8 = 34.6$ not 8.65). All scores are tallied, none are dropped.
- 9.** If a competitor's outfit does not meet clothing regulations, the competitor should be given the opportunity to find a suitable substitute, but not at the expense of holding up the competition. If she still cannot meet the criteria, a 2 point penalty per judge will be deducted from each round in which she is in violation. Please make a notation on judges sheet next to the round(s) violation occurred in.

If a competitor, for any reason, fails to appear for competition in any round, judges are to consider that round a failed round and score it as such (0.0 points).

A competitor may also be penalized for unbecoming conduct during any segment of competition, on or off stage, if that conduct is deemed disruptive to the competition or fellow competitors. The offender shall be given notice once, than a warning. If unbecoming conduct continues a 1 point penalty will be deducted from that competitor's score. Unbecoming conduct can be construed as poor behavior or unsportsmanlike conduct on stage or backstage, disregard for the safety of self or fellow competitors, poor behavior or attitude, disregard of direction from expediter, or directions given for proper performance by head judge.
- 10.** Please stress to judges that they are not to discuss their opinions of a competitor or scores issued with anyone other than the head judge until the finals are over and the winner announced.
- 11.** In your judges meeting, carefully go over the judging criteria with your judges until you feel confident they understand what is expected of them and what we are looking for. Make sure they understand that the time to ask questions is at the judges meeting.
- 12.** The number of competitors qualifying for the finals is based on the number of competitors entered into the contest: 1-10 top 3; 11-20 top 5; 21-30 top 7; 31-up top 10.