

### **Duties and responsibilities of Chairman of Judges**

1. The Competition Organiser shall appoint a person to be Chairperson of the Judges (COJ) panel. This person is responsible to the Organiser and Executive Committee for ensuring that all facets of the competition are run according to the rules.
2. The COJ, who may form part of the Judging panel, must hold a qualified scrutineer's certificate and be a qualified Judge in the style of dancing in which the competition is being danced UNLESS special permission is granted by the Executive Committee for a non-certified scrutineer in this position. In the event that special permission is given, the Organiser receiving this special concession must provide a fully qualified person for Chairperson of the Judges panel within 3 years of that special permission being granted.
3. The COJ is required to inspect the marks after each round and is responsible for their correct interpretation.
4. The COJ, in consultation with the Organiser, shall determine the number of couples who should be elevated to the next round provided always that at least 50% of the competing couples taking part be so elevated.
5. The final round of any competition should include a maximum of 8 couples.
6. The COJ shall supervise the couples conduct in relation to other couples, the scrutineer and the judges. Any infraction should be reported to the Presiding President.
7. The COJ shall ensure that only he/she and the Scrutineer shall have access to the Judge's marks until the end of the competition.
8. The COJ shall further ensure that all recalled competitors return to the dance floor before the next round commences, that competitors dance in their assigned heats when necessary; that music played for the competition is played at the correct tempi.  
While the dancing is actually in progress, the COJ has overall responsibility for the following:
  - a) Tempi.
  - b) Length of time danced in each dance.
  - c) That the right number of couples are in fact on the floor at the start of the round.
  - d) Stopping the dance if any of the above conditions are not observed.
9. The COJ will ensure that competitors reaching the final must dance in one heat.
10. The COJ will ensure that sufficient time is provided between rounds and events for the same age category
11. When more than one competition is taking place the COJ shall be responsible for the rotation of Judges and seeing that the Judges are actually in place before the start of the competition.