

# Jury for Events

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The British Orienteering Rules of Orienteering along with Appendix A: Event systems contain the process for making a complaint, then if appropriate a protest, the convening of a Jury if required and the process for making an appeal.

Complaint – orally or in writing to the Organiser, no fee payable.

Protest – against the decision made by the Organiser following a complaint. Made to the Controller in writing, no fee payable.

A Jury is convened if the Controller & Organiser do not agree with the protest.

An Appeal – is made against the Jury's decision following a protest, within 14 days of the Jury decision to the appeal body.

## **Check the requirements for forming a Jury**

The Organiser is responsible for the appointment of a Jury to an event. Contact details of Controllers can be obtained from the British Orienteering office.

For a level A event the Jury should be 3 Grade A controllers, if possible they should not be members of the organising association and not members of the organising club.

It is also good practice to try and avoid where possible having 3 Jury members from the same class or club, related to each other and without any other conflict of interest – parent of a junior in a selection race.

It is good practice to have a 4<sup>th</sup> Juror on stand-by if case one of the others has conflict of interest on the day or is no longer present at the event.

## **Communicating with the Jury**

Once appointed the Organiser will probably also need to obtain the mobile telephone numbers of the Jury members.

Please check with each Jury member that they are still available to be on the Jury at your event. One should be identified as a reserve. They should only be contacted on the day if one of the others is not available.

If the car park location is a considerable way from the assembly area or involves bussing or a long walk, it may be better to arrange for car parking in the official's car park for the Jury. Make sure they have the necessary permit to access the car park.

### **On the day of the event**

Arrange with each Jury member if they need to confirm that they are at the event ie check in before they run. Make a note of their start & estimated finishing times.

When & where & who they need to check in with to find out if they are required.

A means of communicating with the Jury members if they are required – mobile phone, via club tent, location of car in car park, PA.

An agreed method & time to release the jury from their duty so that they can go home.

### **Documentation**

Please ensure that you have available at the event, the following documents:

British Orienteering Rules of Orienteering – latest edition

Appendices to the rules may be required.

The relevant competition rules for the event.

Copies of the form for writing a complaint or protest

Copies of each course map.

Copy of ISSOM for reference regarding sprint map specifications.

Plus all the other usual documents that an Organiser might find useful at an event – all controls map, final details, risk assessment etc.