



TRACK JUDGE – LIST OF DUTIES

FOR PROGRESSION TO LEVELS 2 AND 3

The following resource has been developed by the Home Countries Athletics Federations (HCAFs) to guide and provide additional support to individuals progressing through the levels 2, and 3 within the track discipline. It provides clarity on the duties required to be undertaken and experiences gained, for each level of official, to enable each official to gain the required knowledge and skill sets prior to attaining the next level.

Below is a key where the individual duties have been colour-coded for each level e.g., level 2 and 3 and the types of duties to be undertaken to progress to the next level. This ensures the process of learning and gaining the practical experiences is as enjoyable as possible, whilst the descriptions for each duty, assist with being able to undertake the applicable duty without any supervision in the fullness of time.

LEVEL 2	
LEVEL 3	

By working through the list of duties with a mentor or more experienced official, at your own pace, this will enable you to perform each duty confidently and without supervision. This will, in turn, provide an opportunity for you to give support to less experienced officials who also wish to progress to the next level.

If you require any assistance or additional support with this resource, please contact your Home Country Athletics Federation (HCAF) officiating lead contact.

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TRACK JUDGE LIST OF DUTIES (FOR PROGRESSION TO LEVEL 2 AND 3)

DUTY	ROLE DESCRIPTION
TRACK RACES	
<p>1. Chief Track Judge</p>	<p>Overall responsibility for co-ordinating the work of the Judges and producing a race result. Take down a full finishing order of the athletes in the race. Consult with the other Judges on the track stand. For races up to 200m, start with any Judges assigned to take the last three. (Ensure, before the race starts, that they are on an appropriate part of the stand.) Then ask the other Judges to give you their results for the full race. Work out the majority view to finalise the result. If there is an odd number of Judges on the stand, you will have the casting vote. Pass your result to the Track Referee or Track Steward to record for Photo Finish (via Rainbow if in use). Receive reports or signals of 'race clear' or 'race hold' from the Chief Umpires (Team Leaders)/Umpires positioned around the track. This will include a report from an Umpire assigned to the Break Line, for races run partially in lanes. Pass the 'race clear' or 'race hold' to the Track Referee (or Track Steward) for reporting to Photo Finish. If there is a 'race hold' go back to the Chief Umpire (Team Leader)/Umpires to find out the details of any infringements and pass these to the Track Referee who will make a decision.</p>
<p>2. Chief Umpire/Track Team Leader</p>	<p>Watch, carefully, the athletes in the part of the race that you have been assigned to. If you observe any infringements note the competitor numbers and lane/leg numbers of any athletes involved, for reporting.</p> <p>Check, by looking at their signals, if any other Umpires have observed any infringements. Report (by radio or signal/flag) to the Chief Track Judge giving a 'race clear' or white signal, if there are no infringements or a 'race hold' or a coloured card signal if any infringements have taken place. Obtain the details of any infringements from the relevant Umpires and then report these to the Chief Track Judge. Ensure that Infringement Forms are completed and signed, in ink, by any Umpires who have observed infringements. At higher level meetings ensure that your team walk to and from their umpiring positions in an orderly line.</p>
<p>3. Track Judge</p>	<p>From the Judges Stand (usually on the inside of the track), watch each race and note the finishing order of the athletes in each race. Write down what you see and believe to be the order – don't copy other judges or guess if you don't know. Usually, you will note the competitor numbers worn by the athletes on their vests but occasionally you may need to judge by noting lane numbers. Write as many of the positions as you can. For sprint races, you may be asked by the Track Referee or Chief Track Judge to judge only the last three finishers. In this case ignore all other athletes and only note the numbers of the athletes that you believe to have finished in the last three positions (last, second last and third last). You will need to write quickly and without looking at what you are writing! When prompted by the Chief Track Judge, say what you have noted down. The Chief Track Judge or Track Referee will decide the final order based on what all the judges on the stand have said.</p>
<p>4. Track Umpire</p>	<p>Watch, carefully, the athletes in the part of the race that you have been assigned to. If you observe any infringements, note the competitor numbers and lane/leg numbers of any athletes involved, for reporting.</p> <p>Signal to your Chief Umpire/Team Leader – usually show a white board for no infringements or a coloured card, on your board, to indicate an infringement. Make sure your signal has been seen. Provide your Chief Umpire/Team Leader with details of any infringements observed. Complete and sign, in ink, an infringement form and pass this to your Chief Umpire/Team Leader.</p> <p>Remember, if the infringement involves stepping on or over the left-hand line of the lane on a bend, note carefully, the number of steps on or over the line and the position on the bend where this occurred. It is important to distinguish between steps ON and steps OVER the line.</p>

<p>5. Wind Gauge Operator</p>	<p>A wind speed reading is required for races up to and including 200m. Pre-event, check that the wind gauge is in the correct position. Switch it on and do a test measurement by pressing the 'start' button. This should measure the windspeed for either 10 seconds (flat races up to 200m) or 13 seconds for 100mH and 110mH. For races up to 110m, press the start button when you see the flash from the Starter's gun. If there is a false start, reset the gauge and be ready to start again. For races longer than 110m, press the start button when you see the leading athlete enter the straight. Note the wind speed down. The gauge will provide a reading to two decimal places. Convert this to one decimal place. If there is a following wind, the reading will show a plus sign (+). In this case, round up e.g. if the gauge reading is +1.34, you will give the wind speed as +1.4. If there is a head wind, the reading will show a minus sign (-). In this case, round down e.g. if the gauge reading is -2.18, you will give the wind speed as -2.1. Pass your wind speed reading to the Track Referee or the Track Steward, either by radio or by paper.</p>	
<p>6. Wind Gauge Set-Up</p>	<p>The wind gauge should be level, and placed beside the straight, adjacent to lane 1, 50m from the finish line. The measuring plane should be positioned 1.22m (tolerance of 0.05m) high and not more than 2m from the track. Once in position, test to check that the gauge is working.</p>	
<p>7. Lap Board and Bell</p>	<p>You may be assigned to this for races of more than 1 lap. Before the race begins, display the correct number (laps) on the lap board. Reduce the number on the board by one each time the lead athlete enters the home straight. Each time you change the number on the board, tell any Umpires who are lap scoring what the board is showing. As the athletes pass you, with one lap to go, ring the bell. Make sure you ring it for all athletes. When the lead athlete enters the home straight for the final time, clear the board (do not show a 0).</p>	
<p>8. Lap Board and Bell Assist</p>	<p>You may be assigned to this for races for longer races of multiple laps. Keep a lap chart of all the athletes so that you can support the Umpire operating the Lap Board. Indicate to any lapped runners how many laps they still have to run, either by calling or by showing a supplementary board.</p>	
<p>9. Lap Scoring</p>	<p>You may be assigned to this for races for longer races of multiple laps. Keep a lap chart of all the athletes in the race. Assist with indicating to lapped athletes how many laps they still have to run.</p>	
<p>10. Break Line</p>	<p>Before the race begins, position yourself so that you can clearly observe the athletes approaching and crossing the break line. Watch that they remain in their respective lanes until after they have crossed the break line.</p> <p>Once all athletes have passed the break line, radio or signal to the Chief Track Judge to indicate any infringements – 'break line clear' or a white flag if all athletes complied with the rule; 'break line hold' or red flag if any athlete left their lane before the break line. In the latter case, note the competitor number and lane number and how far before the break line they left their lane. Report this to your Chief Umpire/Team Leader or the Chief Track Judge and complete an infringement form.</p>	
<p>11. Hurdle Flights /Steeplechase Barriers</p>	<p>Position yourself so that you can see the athletes approaching the flight of hurdles or steeplechase barrier/water jump that you have been assigned to. Ideally you should be beyond the hurdles/barriers so that you are watching the athletes coming towards you and can see if any infringements occur. Report any infringements that you observe in the manner described under Track Umpire, above.</p>	

12. Relay Takeover	Carefully and correctly position the athletes within the takeover zone. For relays run in lanes this will be within the correct lanes. For longer relays where the athletes are not in lanes for the takeover, you will position the athletes in the order the previous runners are in when they reach the end of the back straight. You may have to do this by sight or, if radios are being used, an umpire at the end of the back straight will radio the running order to you. Report any infringements that you observe in the manner described under Track Umpire, above.	
13. Track Steward	As Track Steward you are supporting the Track Referee and the Chief Track Judge to produce, record and pass on the results of all track races. You may be asked to use a radio to pass a 'race clear' or a 'race hold' to Photo Finish. You will also record the race result given to you by the Referee or the Chief Judge. This may be on a tablet (e.g. the Rainbow system) or on paper.	
14. Clerk of Course	<p>As Clerk of Course, you are part of the Technical Team for the event, supporting the Technical Manager to ensure that the stadium is prepared and ready for the competition with all necessary equipment available and in place. You will assist the others in the team to prepare for all the field events but, in terms of track, you will have specific responsibility for the following equipment – wind gauge, lap board & bell, break line prisms, batons and any flags required.</p> <p>You will also lead on hurdles – correct positions, heights and weights. You will carry out the procedures for allowing the athletes one practice run over the first two flights of hurdles; raising of the third flight and signalling to the Track Referee when the hurdles are all ready for the race to start. You will also lead on steeplechase – correct positions and heights, ensuring that the water jump is filled and having people (stadium staff or officials) there to place the barriers on to the track at the appropriate time.</p> <p>After hurdles and steeplechase races you will signal to the Track Referee when the track has been cleared ready for the following races. At the end of the meeting you will work with the Technical Team to put equipment away. The Clerk of Course role can be quite physical and involves being at the stadium well ahead of the start time of the first event.</p>	

TRACK JUDGE LIST OF DUTIES (FOR PROGRESSION TO LEVEL 2 AND 3)

COMPETENCY SKILLS	ROLE DESCRIPTION
GENERAL	
Shadowing Track Referee (League/County) For level 2 Track Judge	<ul style="list-style-type: none"> • Understanding and supporting the Track Referee in creating and undertaking a briefing to officials at a league or club open event. • Creating a simplified duty sheet for officials at a league or club open event, e.g., forming teams of officials to judge results and umpire at various positions around the track for different events. • Understanding the role and responsibilities of a Track Referee at a league/club open, e.g., receiving race results from the Chief Track Judge and recording these/reporting them to Photo Finish (if in use), deciding on action following the report of infringements, working with the start team to ensure progress of track events against the timetable and dealing with any queries or issues on the day, etc.
Shadowing Track Referee (District/Regional) For level 3 Track Judge	<ul style="list-style-type: none"> • Understanding and supporting the Track Referee in creating and undertaking a briefing to officials at a regional or county/district event. • Creating a duty sheet for officials at a regional or county/district level event, e.g., forming teams of officials to judge results and umpire at various positions around the track for different events; assigning individual duties to all officials for each track event, ensuring that all essential duties are covered. • Providing signalling cards, lap charts and infringement forms for officials in the team. • Understanding the role and responsibilities of a Track Referee at a regional/county event, e.g., receiving race results from the Chief Track Judge and recording these/reporting them to Photo Finish (if in use), deciding on action following the report of infringements, working with the start team to ensure progress of track events against the timetable, signing any record forms and dealing with any queries or issues on the day, etc.

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[Wales - officials@welshathletics.org](mailto:officials@welshathletics.org)

For further information on the pathway for officials of track/field disciplines please click on the link below for your respective home country athletics federation

[England](#) ; [Northern Ireland](#) ; [Scotland](#) ; [Wales](#)