

## **Process to become a Licensed USDBF National Race Official (NROC)**

All National level Officials Training Courses must be organized through, and approved by, the USDBF Executive Board.

The USDBF tries to offer officials training courses annually in each of its regions. The trainings are carefully planned each year so that ‘officials in training’ in the same region do not all end up competing for practical experience within the same events. Regional boards help determine the best location for National Officials Training Courses within their regions in conjunction of the USDBF.

Each regional board encourages their member festivals to offer ‘officials in training’ opportunities to help participants gain hands-on officiating experience in the various stations to work towards their licensing.

The USDBF believes strongly that a licensed national official must be proficient in all officiating stations. In order for an “Official in Training” to petition to USDBF for license (or passport as some call it) they need to complete 2 days at each station - Marshal, Start, Umpire, and Finish. Those hours should be verified by the Chief Race Official of the venue, who may or may not be USDBF certified and recorded in a log for submittal to the USDBF.

Shadowing, although beneficial, and necessary for early exposure to officiating stations, does not count towards hours of experience. Actual hands-on experience as the head official at a station, or assist is necessary.

Once you have completed the equivalent of 2 full days of actual officiating experience at each station, you should contact the USDBF to schedule a time to be observed for sign-off for passport. You will be observed as an official rotating through all the stations. If the observations are positive, you will be approved for passport. If the observations were cause for concern or recommendations were made for improvement or development of certain skills, you would be expected to work on those skills and request another sign-off observation when areas of growth have been met.

The designated senior official who will perform the observations and provide feedback will be coordinated by the USDBF based on the event location and date. If an event in which observations can be done is not obtainable by Official in Training on his/her own, the USDBF will work with regional representatives to identify possible events. Senior Officials who have employed in the past/currently employ or have a business relationship with a candidate for National License cannot be used for final certification of that candidate because of potential conflict of interest.