

## The IAAF Technical Officials Education and Certification System (TOECS)

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### 1. GENERAL REMARKS

**C**ompetent Technical Officials (TO) such as judges, referees, starters and time-keepers are important for the successful running of athletic events at any level. Their work is vital for the proper conduct of a competition. It ensures that athletes have every chance to achieve their best performance in fair competitions. Weaknesses in the field of officiating not only have a negative impact on the smooth running of a competition but also can have far reaching consequences with regard to the presentation of athletics to the public.

Despite the important role TO play in competitions, their status and profile remain fairly low in comparison to that enjoyed by athletes, coaches and officials. Though they deserve considerable praise and recognition TO seldom receive such rewards. The media and general public pay tribute to athletes, but they forget to mention those who normally are the first in the stadium long before the competition starts and the last to leave when others are already back in their hotels.

In order to stop this detrimental trend, new ways must be found to raise the interest in officiating and to give TO more recognition and status within the athletics family.

Recognising the importance of properly trained TO on all levels, the IAAF has implemented an education system. The following article describes the historical background of the system and gives an overview of the curriculum.

### 2. HISTORICAL BACKGROUND

The history of the IAAF's efforts to assist the Membership in developing TO goes back

almost as far as its work with coaches. However, resources and planning devoted to officiating has, traditionally, lagged behind. In the early 90s, the IAAF Technical Committee observed the success of the Coaches Education and Certification System (CECS) and has since worked closely with the Development Commission and Department to duplicate that model with TO in view.

In April 1991, the IAAF Council and Technical Committee officially recognised the need for an education and certification system to ensure the quality of TO on all levels. The Council also agreed that the first priority should be the certification of International Technical Officials (ITO) to become members of the IAAF ITO Panel. A request was made to the Development Department to elaborate a system along the lines of the Coaches Education and Certification System (CECS).

At its first meeting after the Council's request (April 1992) the Development Commission agreed that the Development Department should co-operate on the elaboration and world-wide implementation of the system. The same year a working group composed of Technical Committee members and experienced TO met at RDC Jakarta to design what is now called the IAAF Technical Officials Education and Certification System (TOECS) and to begin work on the Level III syllabus.

In April 1993, the Technical Committee approved the plans for the TOECS devised by the working group. In October of the same year, a Level III course was staged at RDC Jakarta. In addition to testing the syllabus

the objective of the course included certification of ITO on the existing list from Oceania, Asia and Africa.

Four Level III courses were staged in 1994. Two of the courses were held for ITO from Europe at RDC Lisbon: one for English speaking ITO and another for French speaking ITO. The third course, for English speaking ITO from NACAC and South America, happened at RDC Salinas. The fourth Level III course took place in Mar del Plata, Argentina for Spanish speaking ITO from NACAC and South America.

Following the conclusion of the first round of Level III courses, work started on the elaboration of the syllabi for Level I and Level II courses.

Since then the IAAF has organised the following Level II courses:

YEAR	LOCATION	AREA
1996	Limerick, Ireland	Europe (English & French)
1997	Singapore	Asia (English)
1998	Brisbane, Australia	Oceania (English)
1999	Reduit, Mauritius	Africa (English)
	Dakar, Senegal	Africa (French)
2000	Moscow, Russia	Europe (English)
	Winnipeg, Canada	NACAC (English)
	Santiago, Chile	South America (Spanish)
	Rio de Janeiro, Brazil	South America (Spanish)

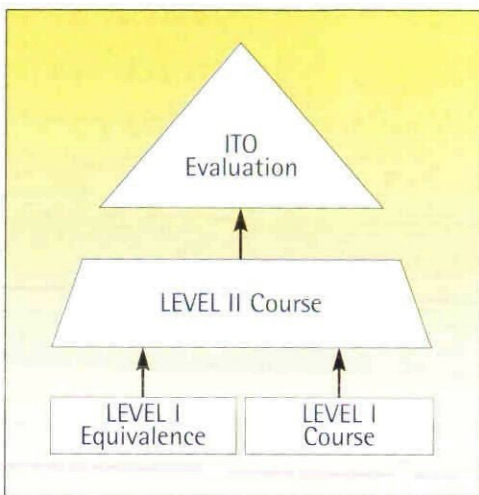
Successful participants of the Level II course are, in principle, eligible to be a member of the ATO Panel at the discretion of the respective Area Association.

### 3. TOECS COURSE OVERVIEW

After six years of experience and feedback from various courses on all levels, a special working group revised the TOECS and made significant changes. What follows is an overview on the revised system.

### 3.1 TOECS STRUCTURE

The TOECS features two levels of courses (Level I & Level II) as well as an ITO Evaluation.



### 3.2 TOECS LEVEL I COURSE

#### 3.2.1 Objectives

The objective of the Level I course is to provide participants with the practical and theoretical training required to make them capable of officiating at domestic events and international competitions held within their country. Level I courses, thus, assist in supplying NFs with NTO. The Level I course is normally organised by the National Federation (NF). However, for approved courses the IAAF will supply the necessary teaching and learning materials.

More specific objectives include:

- ◆ To ensure a thorough knowledge and understanding of the IAAF Technical Rules.
- ◆ To provide an understanding of the role and qualities of a competent TO.
- ◆ To encourage, improve and verify appropriate interpretation and practical application of the IAAF Technical Rules.
- ◆ To provide an introduction to the basics of competition organisation and management.
- ◆ To help identify potential candidates for Level II.

### 3.2.2 Pre-requisites

The requirements for participation in a Level I course are as follows:

- ◆ Candidates must be at least 18 years old and have an interest in athletics.
- ◆ Candidates must have a good command, both in reading and in writing, of the language in which the course is to be conducted.

### 3.2.3 Course Content

The Level I course introduces participants to the following:

- ◆ The IAAF - objectives, history and structure
- ◆ The National Federation - objectives, history, structure and relationship with the IAAF
- ◆ The national and international competition structures in athletics
- ◆ The TOECS: In-depth study of IAAF Handbook Division III & IV and related practical workshops.

### 3.2.4 Course Location

Courses are conducted on a national basis. The site for each course shall include a track with field events facilities and necessary equipment for practical work. There should also be, in close proximity to the track, a lecture room equipped with modern lecture facilities, such as an over-head projector and a white-board.

### 3.2.5 Number of Participants

Each course accommodates a maximum number of 20 participants, of which five must be female.

### 3.2.6 Course Length

The duration of the course is 33 hours including examinations.

The National Federation and the TOECS Level I Lecturer will decide the number of days over which the course will be conducted. When appropriate, the course may be held on consecutive days (6 days are recom-

mended) or over a longer period not exceeding 2 months.

### 3.2.7 Course Languages

The course shall be conducted in the language that is most appropriate for the local context, provided a qualified lecturer and all teaching materials (including examination papers) approved by the IAAF are available in that language. Should a local language other than Arabic, English, French, Portuguese and Spanish be used, all teaching and examination material must be translated by the NF concerned and submitted to the appropriate IAAF Regional Development Centre for approval.

### 3.2.8 Course Lecturers

Courses may only be conducted by certified lecturers, specially prepared through TOECS Level I Lecturers' Seminars staged at the IAAF's RDCs.

The main objectives of these seminars is to provide future Level I Lecturers with the theoretical and practical training to enable them to lecture at Level I courses. To ensure a high level of teaching the course programme includes additional topics such as modern teaching techniques and the administration of final examination procedures.

### 3.2.9 Course Materials

Course participants receive the following learning materials:

- ◆ Course Booklet
- ◆ IAAF Handbook
- ◆ "IAAF Athletics Officiating – A Practical Guide"
- ◆ IAAF Combined Events Scoring Table
- ◆ "The Judging of Race Walking – A Practical Guide".

### 3.2.10 Course Assessment

The final evaluation of the course participants is based on the following elements:

- ◆ Written examination
- ◆ Practical examination
- ◆ Practical experience.

Marks are given on a 1 – 4 points scale.

Pass Mark:

To pass, participants must achieve a "good" mark (3 points) in the practical assessment and 75% (3 points) of the written examination. In addition, to obtain qualification as NTO, they must officiate at least three times (practical experience) during the year following the course. This experience must be confirmed by their NF on the Level I Officiating Record Card.

### 3.2.11 Eligibility for Level II

To be eligible for Level II, participants must achieve a "very good" mark (4 points) in the practical assessment and 90% on the written examination. They must officiate at least five times a year (practical experience) over a period of 5 years after obtaining their qualification as NTO. This experience must be confirmed by their NF on their Level I Officiating Record Card.

### 3.2.12 Course Equivalence

Since it makes no sense to have highly experienced TO participating in the Level I course, NFs, which have their own TO Education System, may apply to the IAAF for the Level I equivalency.

Together with the application, NFs must submit a full documentation of the organisation and structure of their education system including curriculum, syllabus, sample examination papers and any other relevant documentation.

## 3.3 TOECS LEVEL II COURSE

### 3.3.1 Objectives

The objective of the Level II course is to provide the participants with the theoretical and practical training required to make them capable of officiating at international competitions up to Area level. The Level II course also identifies potential candidates for the position of Area Technical Official (ATO).

### 3.3.2 Pre-requisites

The pre-requisites for participation on a Level II course are as follows:

- ◆ Candidates must hold an IAAF Level I certificate and fulfil the qualifying conditions or the equivalent level under a NF's approved by the IAAF.
- ◆ Candidates must be not less than 25 years old.
- ◆ Candidates must read and write the language of the appropriate Regional Development Centre.
- ◆ Candidates must have five years' practical experience after obtaining their NTO qualification or the equivalent level approved by the IAAF. They must have officiated at least 5 times each year, which must be confirmed by their NF on their Level II Officiating Record Card.
- ◆ Candidates must be proposed by their NF and approved by their Area Association.

### 3.3.3 Course Contents

The Level II course syllabus includes the following contents:

- ◆ Duty and role of an ATO/ITO
- ◆ Duty and role of a Technical Delegate
- ◆ In depth study of IAAF Handbook Division IV and analysis of past and potential competition situations (including use of videos)
- ◆ Study of Division V Rules 201-295 (Indoor Competitions)
- ◆ Organisation, management and direction of competitions
- ◆ Control of implements, including layout of venues
- ◆ Practical "on-field" sessions.

### 3.3.4 Course Location

Level II courses will normally be staged at the RDCs.

### 3.3.5 Number of Participants

Each course accommodates a maximum number of 20 participants.

### 3.3.6 Course Length

Level II courses are staged over 5 days.

### 3.3.7 Course Languages

Level II courses will be conducted in the languages of the relevant RDC.

### 3.3.8 Course Lecturers

Level II Lecturers will be chosen by the Development Department in co-operation with the Technical Committee. They must have the following qualifications:

- ◆ Experience as ITO
- ◆ Pedagogical skills and teaching experience.

### 3.3.9 Course Materials

Course participants receive the following learning materials:

- ◆ IAAF Handbook
- ◆ "The Judging of Race Walking"
- ◆ IAAF Combined Events Scoring Tables
- ◆ IAAF Guideline Booklets:
  - Procedural Guidelines for Doping Control
  - Advertising Regulations.

### 3.3.10 Course Assessment

The final examination of the course participants is based on the following elements:

- ◆ Written Examination
- ◆ Oral Examination
- ◆ Practical Assessment.

A score of 80 out of a maximum of 100 points in each of the three elements is required to pass the Level II course and obtain a Level II certificate.

## 4. ITO EVALUATION

Following approval by the IAAF Council, all members of the existing ITO Panel must sit every four years for a two-day examination starting from 2001. Instead of meeting an age limit, each member must undergo a physical examination, which includes basic tests of general fitness and vision. Those who pass this part of the evaluation are entitled to sit for the written and oral assessment.

A special quota of ATO per IAAF Area, to be selected by each Area Association, will be invited to participate in the evaluation.

The ITO evaluation is carried out in English and French language.

*More information about the TOECS can be obtained from the Development Department at the IAAF Head Office in Monaco.*

## APPENDIX – Summary of TOECS Acronyms and Abbreviations

ATO	Area Technical Officials
CECS	Coaches Education and Certification System
IAAF	International Association of Athletics Federations
ITO	International Technical Officials
NACAC	North American, Central American and Caribbean Athletic Association
NF	National Federation
NTO	National Technical Officials
RDC	Regional Development Centre
TO	Technical Officials
TOECS	Technical Officials Education and Certification System



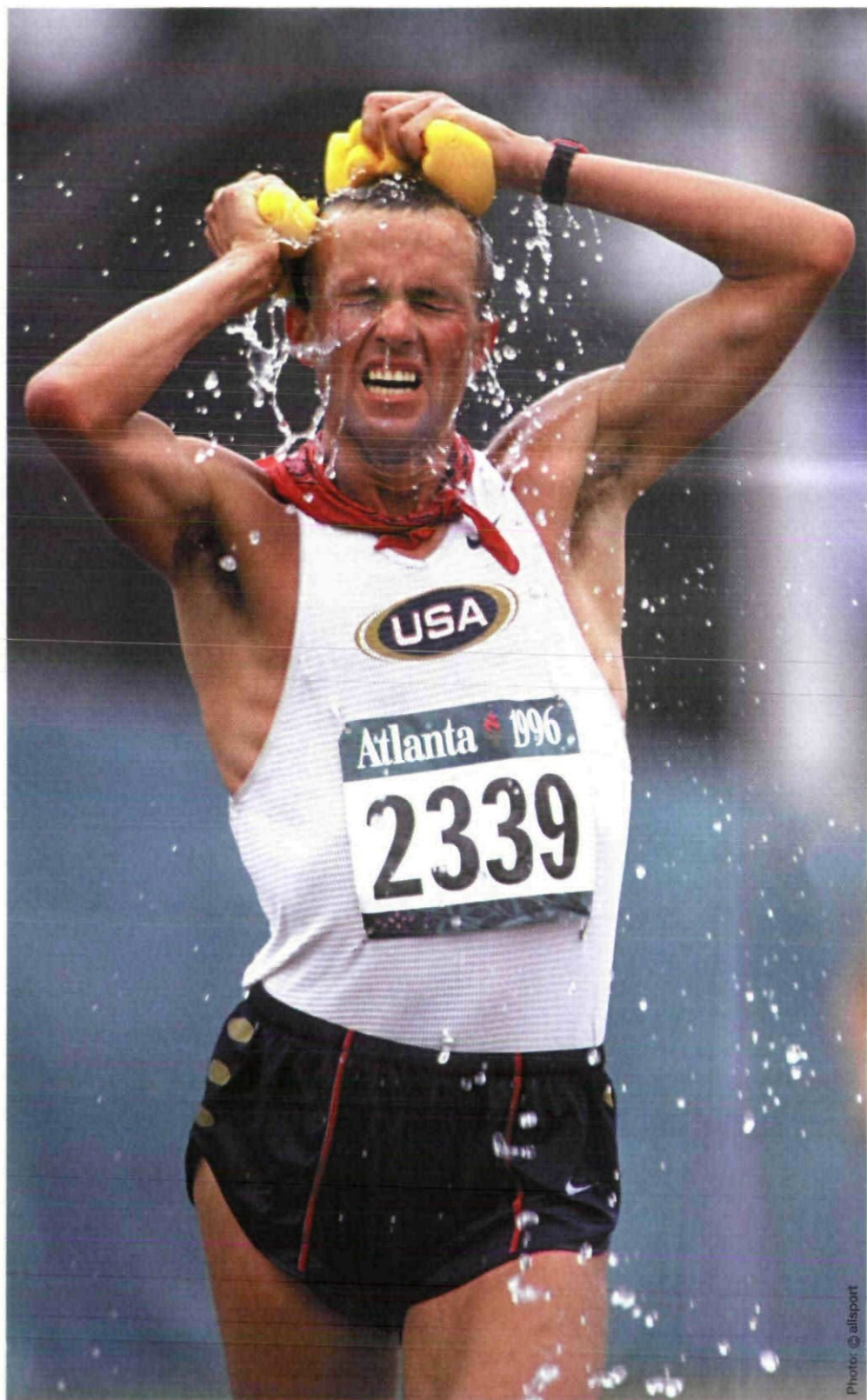


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