

# **Agenda**

## **IDO Annual General Meeting**

### **Annexes**

#### **Rome, Italy - June 27 - 28, 2019**



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# 1. IDO OFFICIAL`S BOOK

***March 2019***

Officially Declared

For further information concerning Rules and Regulations contained in this book, see the “IDO Dance Sport Rules & Regulations” on IDO web site.

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## 1. GENERAL PROVISIONS

1. *All Supervisors, Chairpersons of Adjudicators, Team Captains, Adjudicators, Scrutineers and others, who are representing IDO in any official manner, must have a working knowledge of English, or must have an English speaking interpreter, at their own expenses, with them at all times while acting in an official capacity on behalf of IDO. ~~The IDO will furnish all Member countries with a code to access the member's site: <http://www.ido-dance.com/members/>~~*
2. The Adjudicators Rules determine the principles and organization for Adjudicators, Chairperson and Scrutineers, as well as the conditions of and procedures for their qualification.
3. Any rules not covered in this Rules Book may be found in our Statutes and By-Laws.
4. ~~Please Note:~~ Adjudicators at IDO Events must be qualified to evaluate/judge all disciplines at that particular Event **and must be licensed by IDO and/or approved by the IDO Adjudication Director.**
5. Membership in an IDO National Member Organization (NMO) is a continuous requirement for obtaining and keeping the IDO Adjudicators or officials license and for the nomination as Adjudicator or an IDO official.
6. Any change that will result in an expulsion of an IDO international adjudication license must be sent in a written form by the NMO to IDO including the notification to the person involved. Request for expulsion of an IDO international Adjudicator must be sent by IDO NMO in written form and signed by the responsible authorized person with a reasonable explanation for the expulsion. (AGM 2017, Implementation 1.9.2017)
7. **An Adjudicator and Adjudication department member must refrain of serving in official capacity if he/she is not able to perform (physically and mentally) his/her duties properly without any limitations.**
8. The ~~Adjudicators~~ **officials serving at IDO events** should be dressed according the discipline they are serving. They may also follow organizers instruction regarding dress code for opening ceremony, but in that case Organizer must inform the Adjudicators at least one week before the competition.

**~~1.1. IMPLEMENTATION OF THE IDO ANTI-DOPING RULES~~**

~~The IDO Sport Committee is responsible to implement the IDO Anti-Doping rules. The Sport Committee may delegate specific responsibilities to other persons or authorized organizations, bodies or entities.~~

~~Any dispute regarding anti-doping rule violation decisions which no competent bodies are provided shall be settled by the Court of Arbitration for Sports (C.A.S.) of Lausanne (Switzerland) which will comply with its rules of procedure. Its decisions shall be final and binding. The cost of such referral will be covered by the organization taking such action.~~

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## **2. ORGANIZATIONAL STRUCTURE**

### ***2.1. ADJUDICATION DIRECTOR***

1. The Adjudication Director is IDO Vice President, elected by the IDO AGM.
2. The Adjudication Director is responsible for efficient managing of the Adjudication Department and must present an annual report and proposals to the Presidium and AGM.
3. Duties of the IDO Adjudication Department are following:
  - a. To carry out the program and the resolutions of the IDO General Meeting and the IDO Presidium.
  - b. To operate in accordance with IDO Rules and other IDO resolutions.
  - c. To develop the general policy for adjudicating all disciplines at IDO Competitions.
  - d. To formulate and conduct, at least once each calendar year, seminar and exams, to ensure knowledge of current trends and improve the level of adjudicating in all IDO disciplines.
  - e. To oversee the Examination Sub-Committee and nominate members to that body.
  - f. To oversee the Scrutineering Sub-Committee and nominate members to that body.
  - g. To compile annually the Official IDO Roster of Adjudicators including those who are active and non-active.
  - h. To carry out other tasks and duties as assigned by the IDO Presidium.
  - i. To compile annually the IDO Roster of Chairpersons and to nominate Chairpersons of IDO competitions.
4. Each year, the Adjudication Director shall be obliged to publish a list of licensed Adjudicators, along with the disciplines in which they are currently qualified to adjudicate. Each listed Adjudicator shall have the right and duty to adjudicate at any competition for which he or she has been appointed. A list of licensed Adjudicators may be found at the IDO web site.

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## ***2.2. ADJUDICATION COMMITTEE***

1. The Adjudication Committee consists of a Chairperson (Adjudication Director), and at least two other IDO International Adjudicators. The IDO Presidium appoints the Adjudication Committee members.
2. The Adjudication Committee is responsible for creating proposals to Presidium and AGM through the Adjudication Director. The decisions are done by following the simple majority principle of the appointed committee members.
3. The Adjudication Committee must held the annual meeting.  
Invitation and agenda must be sent by the Adjudication Director. Adjudication Committee members and ex-officio members (Examination Sub-Committee Chairperson, Scrutineering Chairperson, Dance Department Directors and Sport Director) must attend the Annual Adjudication Committee meeting.

## ***2.3. EXAMINATION SUBCOMMITTEE***

1. The Examination Sub-Committee consists of a Chairperson and minimum two members appointed by the IDO Adjudication Director and is responsible for formulating and administering all IDO exams.
2. The Examination Sub-Committee meeting must be held the annual meeting (before the annual Adjudication Committee meeting). Invitation and agenda must be sent by the Sub-Committee Chairperson.
3. All proposals of the Examination Sub-Committee Meetings must be voted on Adjudication Committee and approved by the Adjudication Director.

## **2.4. SCRUTINEERING SUBCOMMITTEE**

1. *The Scrutineering Sub-committee is a division of the Adjudicating Committee, and is comprised of delegates appointed by the IDO Adjudication Director.*
2. *The Scrutineering Sub-Committee has minimum three members and one of them is Chairperson.*

## **3. ADJUDICATOR EXAMS**

The Adjudication Director is responsible for publishing the yearly calendar of all examination seminars and exams on the website, till 15<sup>th</sup> January.

The invitation for the seminar must contain information about date, location and venue, schedule, conditions for participation, fee payment, deadline for enrollments and contact person.

### **3.1. QUALIFICATION AND CONDITIONS FOR TAKING EXAMINATIONS**

1. All candidates who wish to take the international IDO adjudicators' exam must be approved, and enrolled in the seminar by the IDO National Member Organization (full or probationary).
2. Applications must be sent together with the candidates CV to the Adjudication Director till the set deadline.
3. Candidate for IDO officials' license (Adjudicator, Scrutineer) must be at least 18 years old in the time when application is sent to the IDO.
4. National organizations employing a hierarchical system of classifying Adjudicators can only send candidates who have held the highest national license and judging experience in national competitions for a period of two (2) years. All candidates need to send a list of their experience in judging on the national level for the last 2 years before applying for the IDO International adjudication exam. The document needs to be ratified by the NMO.

5. IDO NMO must ensure that they only send candidates who have attended a national Adjudicators' seminar in their country. ~~All candidates must additionally have acquired judging experience of at least two (2) years in national competitions.~~
6. Actively competing dancers may also be examined, but, if successful, they cannot adjudicate at IDO Competitions until they have declared in writing that they have stopped competing.
7. All new IDO Adjudicators are required to have a working knowledge of the English language.
8. New candidate for taking an IDO exam pays through the NMO ~~the amount of 200 euro for the~~ examination fee as defined in the IDO Financial Book. The examination fee includes: using online educational system, online probationary testing, online study materials, IDO forms to be filled and examination seminar when taking the exam. Candidate that passes the exam pays ~~50 euro for the~~ adjudicators' license.
9. After approval of the candidate's application, the Adjudication Director will send the username and password to candidate, for IDO Online Academy system. IDO Online Academy system contains all necessary forms, lectures and study materials for passing the General Theoretical Exam.
10. Each IDO NMO must proof that the IDO guideline and standards for education and examination of the national adjudicators is implemented, so they can be accepted for taking an international exam. If not, IDO Adjudication Director will appoint lecturer and examiner to IDO NMO or advise them to join educational and examination process in another IDO NMO.

### **3.2. ADJUDICATION EXAMINATION SEMINAR STRUCTURE AND PROCEDURE**

1. Candidates may be examined via either of the two methods listed below:
  - a. By taking part in an Official International IDO Adjudicator's Examination Seminar, hosted by the IDO.
  - b. By taking part in an International IDO Adjudicator's Examination Seminar, hosted by the IDO NMO.

2. All countries who would like to conduct an official International Adjudicators' Examination Seminar must make official application through the Adjudication Director not later than three (3) months prior to seminar and examination.
3. The seminar is conducted prior to exam.
4. The seminar is designed to familiarize the candidate with the contents of the Rules Book and it is suggested that thorough knowledge of the Rules Book is necessary to successfully pass the General Theoretical Exam.
5. Official IDO Adjudicator's Examination Seminar consists of the following:
  - a. The first section of the examination seminar will be devoted to going through, in a general manner, all material that will be used in the written examination. During this time period, the Lecturer conducting the seminar will also answer any question presented by the candidates (180-240 minutes).
  - b. A time period lasting 90 minutes will be allotted for taking the written portion of the General Theoretical Exam.
  - c. The Examiner at seminar will evaluate each candidate's given answers.
6. The exam consists in three parts:
  - a. General Theoretical Exam (part I and part II)
  - b. Supplementary Exam(s)
  - c. Mock Exam
7. Exams must be taken in written form using the English language.
8. Supplementary Exams are based on the candidate's knowledge of each particular dance discipline they wish to be qualified in. Once the candidate has passed each Supplementary Exam they wish to be licensed in they must do their "mock" judging in the same disciplines in order to be qualified to adjudicate those disciplines.
9. The exam is conducted by the Examination seminar committee. Member of the Examination Committee for each exam are appointed by the Adjudication Director. The Examination committee has three members:
  - Lecturer, a person that is responsible for giving the lecture;
  - Examiner, a person that is responsible for giving the exam;
  - Proctor, a person that is responsible for administrative part of the seminar and exam and can be used as a helper for examination.

By estimation of the Adjudication Director (following the number of candidates and distance of seminar), Examination seminar committee can be shorten so one person can do more jobs.

10. Criteria for Lecturers and Examiners at IDO Adjudicators Examination Seminars:

- a. Holder of IDO chairperson license.
- b. Actively serving as chairperson at IDO Championships/Cups in the last 5 years.
- c. Proven experience in conducting similar seminars both on national and international level and similar educational activities.
- d. Experience as proctor on international level (that candidate has done it minimum three times as a part of IDO Examination committee).

List of approved lecturers and examiners is updated in the beginning of each calendar year, by the Adjudication Director.

11. To pass the General Theoretical Exam candidate must have 100% correct answers of the given questions for the Part 1 and at least 75% of the given questions must be answered correctly for Part 1 and Part 2 collectively.

12. The questions for the portion of the General Theoretical examination have been drawn from the following material:

- The IDO Dance Sport Rules and Regulations.
- The IDO Adjudicators' Book
- Ethics, conduct and rules for IDO Adjudicators and competitors.
- The paper titled Important Psychological Issues in Relation to Evaluation and Estimation in Dance by Matej Tusak, Ph.D., full professor for Sport psychology, Ljubljana, Slovenia.

13. To pass Supplementary Exams, at least 75% of the given questions must be answered correctly. Supplementary Exams will not be covered by the seminar as it is power of IDO NMO and its estimation to select the specialists for each discipline.

14. Candidates may take the following supplementary exams to be licensed to adjudicate these disciplines:

- a. COUPLE DANCES

- Argentine Tango
- Caribbean Dances, Caribbean and Latino Show
- Swing Dances
- Synchro Dance

b. PERFORMING ARTS

- Belly/Oriental Dance
- Acrobatic Dance
- Show Dance
- Tap Dance
- Ballet
- Modern and Contemporary Dance
- Jazz Dance
- Folk/Character/Ethnic

c. STREET DANCE

- Break Dance
- Hip Hop, Hip Hop Battle and Electric Boogie
- Disco Dance, Disco Dance Freestyle and Disco Dance Show
- NOTE: Street Dance Show License can be obtained if the candidate passes Hip Hop, Hip Hop Battle and Electric Boogie AND Disco Dance, Disco Dance Freestyle and Disco Dance Show Exam.

15. Within fifteen (15) days after any examination session, the Examination seminar Committee must submit a full report on all successful candidates **together with the examination papers** to the Adjudication Director.
16. The practical (non-voting or “mock” judging) portion of the examination will be conducted during a World or Continental Championship, and having each candidate provides an oral explanation of his or her decisions.

17. All candidates must perform the practical (non-voting or “mock” judging) portion of the examination at an IDO World or Continental Championship, and having each candidate provides an oral explanation of his or her decisions at the competition to the Chairperson.
18. Each candidate must be enrolled for mock judging one month before the Championship. The enrollment together with the filled mock adjudicators’ form must be done by the candidate and sent to the Adjudication Director and Chairperson of the Championship.
19. Mock form, filled by the Chairperson of the Championship must be sent to the Adjudication Director together with the adjudicators’ sheets with evaluations by the Chairperson. The final approval to MOCK Adjudicator at any given event must first be approved by the Adjudication Director.
20. The Adjudication Director will publish the name of new adjudicator on the website, send the notice to IDO NMO about examination results and issue a certificate **in a pdf file by e-mail** to each candidate who successfully passes the theoretical and practical portion of the IDO Adjudicator’s Examination.

### **3.2.1. CHANGING STATUS FROM DANCER TO ADJUDICATOR OR FROM ADJUDICATOR TO DANCER**

1. If a competitor changes status and becomes an Adjudicator, and then desires to change back to Competitor status, he or she must submit a written request to the Adjudication Director.
2. The Adjudication Director will forward the request (with the proposal to accept it or not) to the IDO Presidium, which will render a decision. If the request is approved, the decision is final.
3. The change of status from Adjudicator to Competitor can only happen once.
4. Before they can return to being an Adjudicator, and if there is no more than three years of the last refresher seminar, they must take a refresher adjudicating seminar at the examination adjudicators’ seminar (without taking and exam).

## 4. DISCIPLINARY ACTIONS

1. The Adjudication Committee and the Presidium are constantly on the alert to see that favoritism of any sort does not occur.
2. If strong evidence is found that favoritism of any sort is being shown, the matter will be referred to the Disciplinary Committee for investigation. If the complaint of favoritism is found valid, it could mean immediate revocation of the offender's IDO adjudication license.
3. In addition, an Adjudicator may lose his or her license for one (1) year for the following reasons:
  - If, after being appointed to adjudicate a competition, he or she fails to notify the Organizer that he or she will be unable to adjudicate that Event.
  - Failing to appear at an Event without just cause after being appointed to adjudicate a competition.
  - If he or she behaves unethically, unprofessionally or in any manner not conducive to an IDO Official or Competition.

In case that the IDO Disciplinary Committee determines that there is a valid complaint or rule infraction or any other matter brought before it for consideration that does not apply to the 3 reasons above, an Adjudicator may lose his or her license for one (1) year.

4. Appeals regarding disciplinary rulings may be made through the IDO Annual General Meeting.
5. When merited or justified, the IDO Disciplinary Committee may issue, in writing, a lifetime suspension of an Adjudicator's IDO license.
6. *If a listed Adjudicator cannot be expected to perform adjudication duties for personal reasons or if a reason for suspension of the license exists, such Adjudicator may be deleted from the list of IDO Adjudicators with immediate effect. Once a person has been deleted from this list, he/she will no longer be nominated to adjudicate or officiate at any IDO Competition or IDO event.*

## 5. CATEGORIES OF ADJUDICATORS

1. The following divisions will be used to classify IDO Adjudicators:
  - 1) *National*- According to the rules set by the IDO NMO
  - 2) *International*- A person who successfully passed their examination and has had no disciplinary action brought against him.
2. Adjudicators Serving at Competitions:
  - 1) *Official*- Appointed by the Adjudication Director in accordance with the rules for selecting Adjudicators. Official Adjudicators are reimbursed for travel costs and are entitled to receive a per diem honorarium, accommodations and meals.
  - 2) *Voluntary*- Any IDO licensed Adjudicator, nominated by their NMO, who is willing to give their services to the IDO, free of charges, with no remuneration, and accepted by the Organizer and the Adjudication Director.
  - 3) *VIP / Honorary*- may be allowed to Adjudicator on a one time basis without holding a license. Criteria for VIP adjudicators see below.
  - 4) *Voting Chairperson/ Voting Supervisor*- When needed Chairperson or/and Supervisor may be used as Adjudicator(s).
3. CRITERIA for VIP ADJUDICATORS

Candidates must have CELEBRITY STATUS in their home country and abroad.

CELEBRITY STATUS CAN BE DEFINED AS FOLLOWS:

- Any person who has made a significant contribution to the art form they represent, including all Performing Arts, Street and Couple dances.
- Any person who's reputation goes beyond their national border lines.
- Any person who's name is associated with performing on TV, stage, screen or on tour in any of the dance disciplines represented in IDO
- Any person who is known internationally for the art form they represent.

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### VIP ADJUDICATORS CAN BE:

- Choreographers who have worked on a professional level on TV, Broadway, Stage and Screen, and are members of the Stage Directors and Choreographers Society, as defined in Wikipedia.
- Professional dancers who have performed or are performing on TV, Broadway, Live Stage or Screen, and are represented by a dance agent or union, such as Equity, SAG, or similar organization.
- Master Teachers who have taught on an International level, not only in their own school, club or neighboring cities or countries
- Former World Champions who have gone on to higher levels described above, in the art they represent.
- Dance Experts who will raise the image of the IDO dance competition by their person, knowledge and celebrity status.

### VIP ADJUDICATORS WILL BE EXPECTED TO DO THE FOLLOWING:

- Fill in the official VIP Application Form and return it to the IDO Adjudication Director.
- Send a recent Head Shot along with your application.
- Understand that they will be required to take the Official Adjudicators' refresher seminar which will be given just prior to the event, either the evening before or prior to the event start.
- Provide all links to their professional and personal web sites, such as home pages, blogs, social media, and other.
- Submit to drug testing as prescribed by IDO.

### VIP ADJUDICATORS UNDERSTANDING:

- All information provided on the official application will be subject to verification by checking information with your national federation, all search engines such as Google, Yahoo, and other social media, including Facebook, Twitter, etc. False information may result in a hearing before the IDO Disciplinary Committee.

- If VIP or Celebrity status is given by IDO, the candidate understands that this right is granted for one competition only and if they would like to obtain an official IDO license they must take an official seminar, written test.

### ***5.1. CHECKING CREDENTIALS***

A new system of checking the credentials of the Adjudicators serving at the IDO competitions:

- Additional education for the Adjudicators.
- More active Chairperson (during the competition).
- Checking credentials for IDO events – Working group of Adjudication Director or appointed person by him/her, Chairperson of Adjudicators together with the Committee Chairperson will be formed.

When if necessary additional exams will be provided for the specific discipline.

## 6. CODE OF CONDUCT, ETHICS, RIGHTS AND DUTIES OF ADJUDICATORS AND CHAIRPERSONS

Adjudicators have the right to adjudicate without interference hindrance or harassment of any kind.

### 6.1. DUTIES OF ADJUDICATORS

1. To present their license book to the IDO Chairperson.
2. To adjudicate dance competitions in accordance with the Official IDO Rules, and to strive to elevate the continued growth and development of dance.
3. After accepting a judging position, an Adjudicator must notify the IDO Adjudication Director, Organizer and Chairperson, upon finding that he or she will be unable to fulfill this obligation.
4. To be fully aware of all judging procedures, rules, regulations and ~~the 3-D/4-D system of judging, along with the alternate method of X-ing the contestants that they would like returned to the next round.~~ IDO judging systems.
5. Attending the Adjudicators' meeting and Educational (refresher) seminar. Adjudicators not present at the Adjudicators' meeting prior to an event without valid reason, cannot serve at the Championship and that decision is taken by the Chairperson of adjudicators.

Structure of the Adjudicators meeting and educational seminar is following:

- *Adjudicators meetings* are held in the front of the event. Focus is on the important discipline(s) rule(s) that Adjudicators should judge, explaining the judging criteria and procedures that will be used, practical information about the venue, time and event schedule, shuttles, etc. The meeting will be done by Chairperson of Adjudicators.
- *Free educational seminars* are held free of charge after the event and are also considered as refresher seminars. Educational seminar is designed in two parts:
  - 1) New IDO rules and procedures, the best things from the last year and discussion about various subjects (IDO lecturer appointed by the IDO Adjudication Director),

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- 2) Various subjects in connection with the passed championship, judging technique and criteria (lecturer from outside IDO whom people trust and is appointed by the Adjudication and Education Director).
6. Refer any and all problems encountered while judging to the Chairperson of Adjudicators or the Chairperson's designated representative(s).
7. All Adjudicators must either speak English or have an English speaking interpreter with them at all times while judging.
8. To decline judging nominations if he or she is not qualified to judge the dance disciplines offered at the IDO Event in question.
9. An Adjudicator must excuse himself / herself from the adjudicating panel on any occasion when a member of his / her immediate family or household will be dancing in the competition. Immediate Family is defined as first cousin or above.
10. Adjudicators, who judge a category in a discipline in an IDO Performing Arts Championship, are not allowed to judge that same discipline and category in the same year at another championship event, **unless allowed by the Adjudication Director**. Adjudicator (Official and Voluntary), who judge a category in a discipline in the same age division using own music in any IDO Continental and/or World Championships, is not allowed to judge the same category and discipline in the same calendar year at another championship event, **unless allowed by the Adjudication Director**.
11. The same Adjudicator will not be allowed to judge the same discipline and title two years in a row unless allowed by the Adjudication Director ~~and/or Organizer, Supervisor and Chairperson, if the majority agree~~. The same Adjudicator will not be allowed to judge the same category of the discipline in the same age division and title, 2 years in a row unless allowed by the Adjudication Director by written request of the Chairperson.
- ~~12. The same Adjudicator will not be allowed to judge the same discipline and title two years in a row unless allowed by the Adjudication Director.~~
13. Official Adjudicators must be able to judge 100% of an IDO event. Two or more Adjudicators may share the duties of an official Adjudicators seat, but must be able collectively judge 100% of the competition. In case they cannot judge 100% of the time, they will lose their status as an official Adjudicator's seat. In case of long competitions two or more Adjudicators meetings will be scheduled, one at the beginning and one to accommodate the last half of the competition.

14. No Adjudicators serving at the competition can be present at any IDO Dance Committee meetings and Teachers Forums if they are held before or during the competition/event. In case the meetings are held at the end of the competition the rule is not applicable. The rule for Dance Committee Chairpeople running the meetings and forums is not applicable in any case.
15. After being named and accepted as a Voluntary Adjudicator, if that Adjudicator does not show up at a competition without reason or just cause, they will lose their license (this is the same as an Official Adjudicator). When a Voluntary Adjudicator makes their application, they must state what dates and categories they are able or not able to Adjudicate. Voluntary Adjudicators are accepted on a first come first serve basis.
16. When an Official IDO Adjudicator does not meet the requirement of taking an IDO seminar every three years and it is maximum period of two years of expiration date of Adjudicators' license, he/she may take an international refresher seminar, which will be sanctioned by their National Federation, in their own country, providing the IDO Adjudication Director approve the format of the seminar. In the case the National Federation does not hold an international seminar, the Adjudicator must then attend the IDO Adjudicator's refresher or examination seminar. The schedule of IDO refresher seminars will be published in the beginning of calendar year. If there is more than 2 years after expiration date of Adjudicators' license, he/she must take General Theoretical Exam and Examination Seminar.

## ***6.2. CONDUCT WHILE JUDGING***

Adjudicators Must:

1. Make decisions in a fair and impartial manner based on the competitors' merit, with no national or other interest or favoritism being shown.
2. Conduct themselves in a professional and ethical manner at all times before, during and after the Event, and must never make derogatory statements against fellow Adjudicators, the Organizer, coaches, trainers, competitors or others.

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3. Be aware that disrespectful remarks or gestures toward anyone while actively serving as an Adjudicator will result in immediate withdrawal from the adjudication panel.
4. Not confer with anyone regarding their score, and always sit apart from each other and the spectators. However, Adjudicators may sit with their own personal interpreter.
5. Not discuss their marks, marking system or opinions before, during or after the Event, only making their personal opinions known after they have left the competition or at IDO seminars and meetings.
6. Dress in a professional manner at all times when serving in an official capacity.
7. Not drink any alcoholic beverages or consume any restricted drugs while serving on the judging panel or while visible to the general public during the Event.
8. Not signal competitors in any manner during their performances.
9. Not contact competitors, trainers, coaches or others via electronic devices at any time while actively serving as an adjudicator.
10. Turn off mobile or cellular phones while judging or while sitting at the Adjudicators' table. Earphone attachments may not be worn while actively adjudicating and mobile or cellular phones on an Adjudicator's person must be concealed from view.
11. Not videotape, audiotape, or photograph any competitive performances.

Under no circumstance is it acceptable to be intoxicated while serving on a judging panel. All such offenders will be immediately withdrawn from the judging panel. A report of the incident will be immediately forwarded to the Disciplinary Committee for investigation.

To refrain from smoking or chewing gum, etc., when visible by the public, and should always act in a manner representative of an IDO official.

Adjudicators will not judge any dancers from their own club or school, or from the club or school in which they teach on a regular basis. Adjudicators are not permitted to judge any dancers they have choreographed for or personally taught, trained or coached during the six (6) months preceding a competition. Adjudicators so involved must ask to be removed from the judging panels concerned by informing the Chairperson of Adjudicators **at least 30 days prior to the Judges Meeting. In case that the Chairperson cannot find a required substitute for this Adjudicator, then the IDO NMO has the responsibility to send another Adjudicator on their own costs. (AGM 2018, Implementation 01.01.2019)**

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This does not apply to Adjudicators who teach master classes on occasion, or to the dancers who participate in such classes. Further, this rule only applies to disciplines and categories where the competitors' own music is used in the first round.

## 7. JUDGING PROCEDURES

1. All judging forms must be marked clearly in ink.
2. All corrections will be scratched out, with the Adjudicators intentions clearly marked and signed.
3. All corrections must be ratified with the Adjudicator's initials in the proper place on the form.
4. Adjudicators should always double-check the required number of crosses (X's) before handing in scoring sheets.
5. **In case of opening marking**, in the final round, two sets of judging sheets must be filled out, one for the Scrutineer and one for use by the Adjudicator as a guide in holding up the correct placement. Only one sheet will be given if there is no open marking.
6. During groups, formations and productions the Adjudicators should view at least one round from the floor level and one round from the upper level. When there is only a final (round) they should evaluate from the upper level. All Adjudicators must have a direct line of vision to their satisfaction. The Supervisor, Chairperson and Organizer will see to it that the Adjudicators are satisfied with where they are viewing. When judging any of Performing Arts disciplines Adjudicators would have the freedom of choice to view Groups either from the dance floor level or from the upper stands as the individual Adjudicator sees fit.
7. When asked to judge on the floor or stage (organizer's music), each Adjudicator must circulate the entire dance area and not congregate in one specific place, always passing behind other Adjudicators to avoid obscuring anyone's vision.

## 8. SELECTION OF OFFICIAL ADJUDICATORS

### 8.1. GENERAL PROVISIONS

- 1) No country can have more than one representative on the same judging panel.
- 2) Each Adjudicator at all IDO Events shall be assigned an alphabetical letter or number code.
- 3) To avoid overtaxing the Adjudicators, each country providing Adjudicators should consider sending at least two (2) Adjudicators to each event. Only the official Adjudicator will be paid per diem, travel, hotel and meals. All voluntary Adjudicators will only receive meals on the day that they judge.
- 4) Reimbursement and compensation of all IDO officials may be found in the ~~this Rules Book in the Section: Rules for Organizers, Supervisors, Chairperson of Adjudicators and Scrutineers; part Reimbursement and Compensation of Appointed IDO Officials.~~ **IDO Dance Sport Rules and Regulations (Book Financial Rules and Regulations).**

### 8.2. COUNTRIES' RANKING LIST

(How a country's eligibility in choosing adjudicators for IDO Events is determined.)

Administered by the Adjudication Committee, the Ranking List is a rolling record listing the **participants and** results of the last three (3) competitions. Results for each discipline are recorded separately. Points are awarded to each country based on these results. A country's total number of accumulated points determines that country's position on the ranking list. Points are awarded as follows:

1. **POINTS FOR PARTICIPATION**
  - 1 point for every competitor taking part in the competition, solos, duos and trios
  - 2 points for every group/team/crew taking part in the competition
  - 3 points for every formation taking part in the competition

## 2. POINTS FOR RESULTS

- 1 point for every entry placed in the quarter-final (on IDO championship where there is 1/8 final or minimum 40 dancers in a first round)
- 1 point for every entry placed in the semi-final.
- 1 additional point for every entry also placed in the final.
- 1 additional point for the entry placed 5<sup>th</sup> in the final.
- 2 additional points for the entry placed 4<sup>th</sup> in the final.
- 3 additional points for the entry placed 3<sup>rd</sup> in the final.
- 4 additional points for the entry placed 2<sup>nd</sup> in the final.
- 5 additional points for the entry placed 1<sup>st</sup> in the final.
- In case there is only a final round there are no points for taking part in the competition and only points according placement will be counted (1<sup>st</sup> place 6 points, 2<sup>nd</sup> place 5 points, 3<sup>rd</sup> place 4 points, 4<sup>th</sup> place 3 points, 5<sup>th</sup> place 2 points, 6<sup>th</sup> place 1 point).
- If there is only one country competing in one discipline only points for participation will be counted.

In descending order, the countries placed highest on the ranking list in each respective discipline shall receive invitations to nominate Adjudicators as needed. When more than one discipline will be offered at the competition in question, all disciplines will be taken into account. In such cases, the placements in the joint ranking list will be found by using the skating system in the same way as is done in a normal competition. The majority of points will be found according to how many disciplines are involved for a given competition.

In special occasions, when IDO is developing new areas, the Presidium has the right to choose the Adjudicators and officials without using the appointing by the ranking list system.

### ***8.3. INVITATIONS FOR NOMINATION OF ADJUDICATORS***

1. The Adjudication Director will appoint the member countries responsible for the specific dance department to send an official qualified Adjudicator and display the appointed countries for official Adjudicator's seats on IDO website not later than January 15<sup>th</sup> of each calendar year. The Adjudication Director will follow up with the selected member countries to ensure that each of them provides a named qualified Adjudicator not later than February 15<sup>th</sup> for the competitions in the first part of the year (until July) and not later than June 1<sup>st</sup> for the competitions in the second part of the year (August-December).
2. If the selected member fails to provide a named Adjudicator within the allotted time span, the Adjudication Director has the following rights:
  - To approach Adjudicators directly within that country who are on the current list of IDO Adjudicators, to ensure that there will be a Adjudicator appointed from that country; or
  - To appoint another member country to nominate a qualified Adjudicator.
3. IDO members must send the names of their Voluntary Adjudicators 2 months before the IDO event. If needed the Chairperson and Organizer in cooperation with the Adjudication Director may appoint additional Voluntary Adjudicators.
4. All official judging countries must send the names of their nominated Adjudicators to the Adjudication Director for verification and Adjudicators must be enrolled through IDO DIES/member area. License and credentials will be checked and upon acceptance will be sent to the Organizer and Chairperson of Adjudicators of the competition.

### ***8.4. REQUIRED NUMBER OF ADJUDICATORS PER COMPETITION, CUP OR CHAMPIONSHIP***

1. All judging panels must consist of an uneven number of Adjudicators.
2. The replacement of Adjudicators must be made by the enrollment closing date, even if the deadline has been postponed.
3. Number of adjudicators in the panel:

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TYPE OF THE EVENT	ADJUDICATORS IN THE PANEL
International Competitions	5 or 7
Continental Cups	5 or 7
Continental Championships	7 or 9 or 11
World Cups	5 or 7
World Championships	7 or 9 or 11 or 13

4. In the event of proven force majeure, serious illness, death of an immediate family member, a suitable replacement must be found. Panel must be reduced by 2 if a suitable replacement is not found. However a panel may never be lower than 3. Above mentioned procedure is used in emergency only.
5. In special disciplines (Break Dance, Flamenco) it is recommended that the Adjudication Director will name three Adjudicators as official. For those Organizers who want more Adjudicators it is possible to use voting Chairperson and Supervisor.
6. Each country with a nominated official Adjudicator is allowed to bring a Ballet specialist at their own expense to Adjudicator Ballet World Championships. CV of the Ballet specialist must be submitted 6 weeks prior to the World Ballet Championships for review by the Adjudication Director. It is up to each country to make sure their Ballet specialist is aware of the IDO rules.
- ~~7. If the competition is done on two floors 8 official judging countries will be nominated for the Continental Championship and 9 for World Championships. The Adjudication Director appoints 9 official Adjudicators seats for a Championship, or six for a World Cup in case of 2 or more dance floors or at very long competitions, the deadline for doing this, is three (3) weeks prior to the event.~~

8. The Adjudication Director appoints the countries for official Adjudicators' seats following the Adjudication Rules, in January each year. Additional one or two seats could be added immediately to Adjudicators' panels, in case of big events. If that number of Adjudicators is not satisfactory, in case two or more floors are needed the Adjudication Director has the right to appoint additional judging countries as needed but not to exceed two additional nations. When additional Adjudicators are needed the Organizer and IDO will each pay 50% of the additional Adjudicator's expenses and fees.
9. At IDO World Championships the number of appointed countries with the official seats is 8. At IDO Continental and World Championships when 2 floors are used the number of appointed countries with the official seats is 10. When 3 floors are used, then the number of countries will be decided by the Adjudication Director. (AGM 2018, Implementation 01.01.2019)
10. Under no condition are Adjudicators allowed to just leave a panel after they have evaluated the 1<sup>st</sup> round, unless a proven force majeure or serious illness, and must be approved by the ~~Supervisor, Chairperson and Organizer.~~
11. Process of Replacing an Adjudicator who evaluated the 1st, 2nd or any other round and then he/she cannot continue The Chairperson of Adjudicators will select replacements and if necessary may do the job themselves. However, once a Adjudicator is replaced that Adjudicator must remain in that position throughout the rest of the event. The Chairperson should be careful that only one country may be represented in a judging panel.

### ***8.5. ASSIGNING OFFICIAL ADJUDICATOR SEATS IN IDO CHAMPIONSHIPS***

1. No country may have more than one Adjudicator position.
2. The seats are assigned in the following manner:
  - One (1) seat goes to the organizing country
  - Two (2) seats are given to the countries with the highest ranking points counting the last three championships

- Two (2) seats are given to the countries with the highest ranking points in the previous championship
  - ~~Two (2)~~ Other seats are given to countries selected by draw
3. If the two best ranking countries in the last three (3) championships are the same countries as the best ranking two (2) in the previous year's championship, the Adjudicator seats are handed down to the next best ranking countries in the last three championships. The organizing country is excluded from the ranking- based allocation of seats, as it is already granted one seat.
  4. All the countries that took part in the previous championship participate in the draw. The organizing country and the four (4) countries that have already obtained a Adjudicator seat on the basis of ranking points are excluded from the draw.

## 9. THE JUDGING SYSTEMS AND PROCEDURES OF THE IDO

1. The judging systems of the IDO are following:

- X'ing system
- 2-D (Production) system
- 3-D system
- 4-D system
- Battle qualification system
- Placement system

### X'ing system

The Adjudicators are required to give a X (cross) to each start number to be returned to the next round; used in the competitions where the Organizer's music (compulsory music) is being used in the first round.

### 2-D (Production) system

The Adjudicators give a numerical score to two dimensions, to each start number. (10 points is minimum, 100 points is maximum from one Adjudicator in two dimensions).

- Every Adjudicator must distribute the points as follows:
  - o 1<sup>st</sup> dimension- TECHNIQUE, MUSICALITY AND DANCE ABILITY (5-50 points)
  - o 2<sup>nd</sup> dimension- INTERPRETATION, PRESENTATION, COSTUME AND ENTERTAINMENT (5-50 points)
- Criteria for performance are following:
  - o 5-10 bad - out of category (really not a Production)
  - o 11-20 not bad - needs more work
  - o 21-30 average – needs more creativity, we have seen it before
  - o 31-40 very good

- 41-45 excellent
  - 46-50 outstanding
- Production will be evaluated by 7 Adjudicators minimum.
- In case we have 7 or more Production enrolled, total number of points given by Adjudicators will be counted to select the 3 best Productions, which are qualified for the next round. The highest and the lowest score in each dimension will be dropped from the total score. If we have 7 Adjudicators in the panel, overall point for performance will be 500 points. (High and low will be dropped)
- All those who are not qualified into the final round, will get diploma. **Placements for the non-qualified dancers will be determined by the points.**
- Three Productions with the highest number of points perform in the final round. Adjudicators use the points to come to a placement and placement system (1st, 2nd and 3rd place) to distribute the places 1-3. Skating system will be used by Scrutineers for final placement.
- In the case of 6 or less enrollments, a final round is not necessary, and should be evaluated using the placement system (1st through 6th place). Adjudicators use points according 2 dimensions which are explained above (#2).
- In case of a tie for the 1st place in Productions, the Production with the highest score total becomes the title winner. In case the total is the same a paper re-dance is necessary.

### 3-D system

The Adjudicators give a numerical score to three dimensions, to each start number and X (cross) the start numbers who have the highest score. Each dimension has a score ranging from a low of 1 point to a high of 10 points. This would give a minimum score of just 3 points per Adjudicator, but would allow for a maximum of 30 points per Adjudicator total.

At the end of each preliminary or semifinal round, each Adjudicator must count the total points awarded each competitor and then give the prescribed number of X's (crosses) to the competitors with highest points (total TCI). Each Adjudicator uses this system independently of all other Adjudicators.

The Adjudicators are required to use the 3-D system for all disciplines, categories, styles and age divisions in which the competitors supply their own music, with the exceptions of disciplines listed in 4-D.

#### 4-D system

The Adjudicators give a numerical score to four dimensions, to each start number and X (cross) the start numbers who have the highest score. In Show Dance in criteria Technique and Show, Adjudicators may give from minimum 1 point to maximum 20 points. This would give a minimum score of just 4 points per Adjudicator, but would allow for a maximum of 40 points per Adjudicator total and 60 points total in Show Dance.

At the end of each preliminary or semifinal round, each Adjudicator must count the total points awarded each competitor and then give the prescribed number of X's (crosses) to the competitors with highest points (total TCIS). Each Adjudicator uses this system independently of all other Adjudicators.

The 4-D system is only used in all show disciplines including Show Dance, Street Dance Show, Disco Show, Latin Show, Caribbean Show and Belly Dance final.

#### Battle qualification system

Adjudicators evaluate with points 1-10 and also give A, B, C, D letters and additionally X's.

In the first round, the Adjudicators evaluate each dancer with the points from 1 to 10.

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Criteria for the points are:

<i>number of points</i>	<i>description of the mark</i>
1	bad- none of the elements are performed in correct way, out of music
2	bad- one or two elements are performed correct but out of music
3	not bad- dancer is performing weak, choreography is poor
4	not bad- dancer is performing various elements or style
5	satisfactory- dancer is performing various elements or style, but there is no fluidity or is repeating the same element two or more time
6	good- dancer is performing various elements and style, there is not enough power or image is poor
7	very good- dancer is performing the elements and style correctly, but with the small mistakes
8	very good- dancer is performing the elements and style correctly, but losing the power
9	excellent- dancer is using different styles and performing various elements on a very high level
10	outstanding- dancer is using different styles, performing various elements and bringing personal note in performance

Following the given points as defined above the Adjudicators will give A, B, C, D letters and additionally X's, for those that they want into the next round.

The Scrutineers count each given letter with the points. The points are given in the following manner: A- 4 points, B- 3 points, C- 2 points, D- 1 point. The cross is counted as 0.5 point. The dancers are sorted out for the next round (spider) by the total amount of points that comes from the given letters and crosses.

In case of tie the Scrutineer will use the following rule for the start numbers in tie: first, the number of letters will be counted (C and D for one start number is better than B) and if the tie cannot be broken the given points from all Adjudicators (1-10) will be used in order to select the dancers for the next round. If it is not possible to select the start numbers for the next round after procedure explained in 1 and 2, then the actual re-dance will be organized by giving the points from 1-10 and letters that are needed for the next round

#### Placement System

1. The Adjudicator places each start number in the order of how they would like them to be awarded in the final round. Each placement can only be given once (no ties). In each IDO final, excluding Street Dances and Couples Dances with organizer's music, the Adjudicator has to evaluate following the 2D or 3D or 4D system and finally to list the ranking/placement from the highest to the lowest scores.
2. Using the Official Judging Form, the Scrutineer **following the decision of the Chairperson of Adjudicators** will inform the Adjudicators how many competitors are to be called back for the next round. The number of crosses (X) is equal to the number of competitors that must be returned for the next round. The Adjudicators must follow this ruling exactly and without exception.
3. When necessary, in the Performing Arts disciplines and other disciplines using own music from the 1st round, to avoid a performing **(actual)** re-dance, the Chairperson of Adjudicators will poll all Adjudicators as to who should fill the vacancy for the next round, by using a paper re-dance (Adjudicators refer back to their notes to decide who will be returned to the next round).
4. In case of a tie for the first place the tying competitors must re-dance their routines so that a winner may be determined (only competitors in tie for the 1st place).

### ***9.1. OPEN MARKING***

It is the Organizers prerogative whether or not to use the open marking system. It is always recommended and encouraged that in the Children's division, no open marking will take place.

However, if in the best interest of keeping within a normal time frame, the Supervisor and Chairperson of Adjudicators may suggest that no open marking be done. Open marking in the finals may only be used when it is requested by the Organizer and/or Chairperson no later than 2 months before the competition.

### ***9.2. THE DIMENSIONS OF JUDGING USING 3D OR 4D SYSTEM***

Each area or 'dimension' of a dance performance contains similar components, all of which are evaluated at the same time during each performance. These dimensions have been given the following designations:

- T (Technique)
- C (Composition)
- I (Image)
- S (Show Value)

Although each of the evaluations have specific criteria in each of our IDO disciplines, the following "Generic" criteria should be evident in all dance forms.

#### **Technique**

Evaluation in Technique Dimension covers evaluation of: the accurate performance of the fundamental techniques for the discipline and style being evaluated; displaying the authentic style or nature of the dance being performed; the difficulty level of the figures used in the performance; accuracy in usage of basic and advanced rhythms; floor craft and (where applicable) connections with fellow performers; synchronization with the music and (where applicable) fellow performers.

The dancers' ability in performing these aspects is of great importance, and competitors are advised to choose movements, rhythms and dances that they are well suited to perform at competitive levels.

Although each individual dance discipline has its own unique technique that stays within the technique developed for that particular dance form there are certain techniques that remain constant for all dance disciplines.

- Balance – In Modern off balance work is acceptable
- Control
- Stretch
- Fluidity of movement
- Agility (ability to move quickly)
- Musical timing and the ability to stay within the phrasing of the music (In Tap dance off beat sounds are acceptable)
- Athleticism
- Strength
- Power
- Energy

### **Composition/Choreography**

Composition evaluation involves an evaluation of the movements, figures, variations, rhythms, and (where applicable) the patterns, lines and circles that are used in composing each routine. Variability and originality in using each component, the use of vertical and horizontal space, and usage of dance floor area are also evaluated in this dimension.

The following may be used in the Adjudicator's evaluation of Composition:

- Use of music and musical phrasing
- Use of space
- Use of dimensions or levels

- Appropriate music for the concept being presented
- Appropriateness of steps to theme or music
- Appropriateness of style to theme or music
- Emotional content
- Technical level within the reach of all dancers
- Age appropriate in concept, movement and style
- Creativity
- Originality
- Daring to be different
- Dramatic, visual and theatrical effects

### **Image/Presentation**

Physical and emotional expression, presentation, communication with the audience, performance energy level, and the power of the performance to affect observers are all highly important to the Image Dimension. Other important aspects of Image include props, costume, make up, grooming, and overall harmony of idea in the routine when compared to the music, movements, costume, and other intrinsic elements chosen for the performed dance.

The following may be used in the Adjudicator's evaluation of Image:

- Appropriate costume
- Appropriate make-up
- Grooming: hair, body and costume
- Correct fit of costume
- Clean costume, tights and shoes
- Ability to capture the audience
- Personality
- Emotional execution
- Charisma

- Self-assuredness
- Enthusiasm
- Precision and Synchronization
- Interaction between dancers
- Do dancers relate to one another?

### **Show Value**

The following criteria should be used in determining your score for the show value of the piece being presented. Entertainment or audience appeal, originality and creativity of the concept, story idea or theme. Appropriateness of the costume as it relates to the concept along with creative costume changes, story, idea or theme. Inventive and creative visual effects using props and creative designs. Acrobatic movements, lifts and spectacular jumps and other special effects are encouraged. The piece should adhere to its concept throughout and there should be harmony between the concept, music, choreography and movement. The piece should be age appropriate for all dancers included in the piece and never be visually or audibly offensive to the audience. The Adjudicator must take all of the above into consideration when reaching the evaluation for show value. The Adjudicator must not include dance value in this mark and pieces that are “pure dance” should be evaluated on a lower scale.

The following may be used in the Adjudicator’s evaluation of Show Value:

- Is it entertaining or interesting?
- Does it have a story, theme, concept, idea or message?
- Does it thoroughly make use of the story, theme, concept, idea or message throughout, both visually, emotionally, theatrically and/or authentically?
- Is the costume right for the choreography, to enhance the overall presentation?
- Is the choreography in relation to the theme, as it relates to the overall performance?

## 10. CHAIRPERSON OF ADJUDICATORS

### 10.1. GENERAL PROVISIONS

1. All Chairpersons must be licensed by the IDO Adjudication Director.
2. The Adjudication Director will appoint persons for this position for every IDO Competition Championship, Cup or when requested by the Presidium.
3. All Chairpersons of Adjudicators must participate in a Refresher Seminar every 2 years in order to keep their license.

### 10.2. EXAMS AND EDUCATION OF THE CHAIRPERSON OF ADJUDICATORS

1. The Adjudication Director and Sport Director decide about publishing the yearly calendar of all examination seminars for Chairpersons. Chairperson and Supervisor examination and refresher seminars are held together. These seminars will be held from time to time and the schedule of it will be published on the IDO website till 15<sup>th</sup> January for the calendar year.
2. The invitation for the seminar must contain information about date, location and venue, schedule, conditions for participation, fee payment, deadline for enrollments and contact person.
3. Conditions for participation at the Examination Seminar for Chairpersons of Adjudicators:
  1. Each candidate must be IDO international adjudication license holder.
  2. Each candidate must have been an active Adjudicator at IDO Championships or IDO approved events for at least 8 previous years and must proof their work as national licensed Chairperson of Adjudicators for at least 3 years before applying for an IDO exam.
  3. Each candidate must have a working knowledge of the English language.
  4. Application has to be sent through the IDO National Member Organization.
  5. New candidate for taking an IDO exam pays through the NMO the amount of 200 euro for the examination fee as defined in the IDO Financial Book. The examination fee includes:

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- using online educational system, online probationary testing, online study materials, IDO forms to be filled and examination seminar when taking the exam.
6. Candidate that passes the exam pays ~~50 euro~~ for the adjudicators' license.
  7. After approval of the candidate's application, the Adjudication Director will send the username and password to candidate, for IDO Online Academy system. IDO Online Academy system contains all necessary forms, lectures and study materials for passing the General Theoretical Exam.
4. The exam is conducted by the Examination seminar committee. Members of the Examination Committee for each exam are Adjudication Director and Sport Director. The Examination committee has three members:
- Lecturer, a person that is responsible for giving the lecture;
  - Examiner, a person that is responsible for giving the exam;
  - Proctor, a person that is responsible for administrative part of the seminar and exam and can be used as a helper for examination.
5. By estimation of the Adjudication and Sport Director (following the number of candidates and distance of seminar), Examination seminar committee can be shorten so one person can do more jobs.
6. Criteria for Lecturers and Examiners at IDO Chairperson's Examination Seminars:
- a. Holder of IDO chairperson license.
  - b. Actively serving as chairperson at IDO Championships/Cups in the last 8 years.
  - c. Proven experience in conducting similar seminars both on national and international level and similar educational activities.
  - d. Experience as proctor on international level (that candidate has done it minimum three times as a part of IDO Examination Chairperson Committee).
7. All candidates who take the Chairperson's and Supervisor Seminar will take a Theoretical Examination which consists of:
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- IDO Dance Sport Rules and Regulations (lasting 120 minutes),
- ~~IDO Scrutineering protocol and regulations~~ Adjudicators' grid (eliminary part)
- Skating system by Arthur Dawson (eliminary part)
- Calculation of the crosses and start list for the next round (eliminary part)
- General rules and regulations
- Duties and rights of the officials

A candidate must pass the IDO Rules with at least 75% accuracy (not marked as "eliminary part" above).

Within fifteen (15) days after any examination session, the Examination seminar Committee must submit a full report on all successful candidates **together with the examination papers** to the Adjudication Director.

8. All candidates must perform the practical (non-voting or "mock" judging) portion of the examination at an IDO World or Continental Championship, and having each candidate provides an oral explanation of his or her decisions at the competition to the Chairperson. At least one mock exam is obligatory at an IDO Continental or World Championships.
9. Each candidate must be enrolled for mock judging **three months** before the Championship. The enrollment together with the filled mock form must be done by the candidate and sent to the Adjudication Director, Sport Director and Chairperson of the Championship.
10. The Chairperson of Adjudicators reserves the right to accept or reject all applications to serve as a Mock Chairperson of Adjudicators. After passing both the Theoretical Examination and the Mock Chairpersonship, the candidate will be a licensed IDO Chairperson of Adjudicators.
11. Mock form, filled by the Chairperson of the Championship must be sent to the Adjudication Director by the Chairperson. The final approval to Mock Adjudicator at any given event must first be approved by the Adjudication Director.
12. The Adjudication Director will publish the name of new chairperson on the website, send the notice to candidate about the examination results and issue a certificate to each candidate who successfully passes the theoretical and practical portion of the IDO Chairperson's Examination.

### ***10.3. CATEGORIES OF CHAIRPERSON***

The Chairperson License is divided in two levels (A and B):

- A licensed official can be nominated for Continental and World Championships.
- B licensed officials can be nominated for Regional Championships, all IDO Cups and IDO Approved, licensed competitions and festivals.

### ***10.4. NOMINATION OF THE CHAIRPERSON OF ADJUDICATORS***

1. Chairpersons for the IDO Championships and Cups are appointed by the Adjudication Director for each calendar year till January 15<sup>th</sup> according to the list of active and licensed chairpersons.  
*This must be done in cooperation with the IDO Sport Director.*
2. *Only Chairperson with an active license may be appointed for this position.*
3. *If appointed person cannot serve at this position or he/she cannot confirm acceptance of the Chairperson position, Adjudication Director will appoint another person instead.*

### ***10.5. RIGHTS AND DUTIES***

The Chairperson of Adjudicators has to supervise the dance performances during the competition and ensure that all the rules and regulations for a specific dance technique are being met. Attention is particularly paid to the following:

- keeping the required time limits and
- not breaking the competition rules.

In addition to all rights and duties as specified for any other Adjudicator, the rights and duties of the Chairperson of Adjudicators are:

1. To ensure that the competition is carried out in accordance with the Official IDO Rules.

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2. To submit the Competition Report together with Supervisors' to the IDO Sport Director, Adjudication Director within seven (7) days, on the official IDO form, after the conclusion of the event.

~~The results of the competition become final with the Chairperson's report.~~

3. To handle all problems referred to the Chair by the Adjudicators, and to designate a person or persons to act in this capacity when the Chairperson will be absent for any reason.
4. To appoint a substitute Adjudicator to replace any nominated Adjudicator who fails to appear at the competition.
5. To make the decision to disqualify any competitor, but only in cooperation with the Supervisor of the competition.
6. The Chairperson will select the panel of Adjudicators according to the length of events, always trying not to over- load their schedule.
7. The Chairperson can replace any Adjudicator during the competition, if the Adjudicator is not coming on time, making infraction of the IDO rules or/and the Adjudicator must be replaced for any valid reason.

The change must be done so that still 1 Adjudicator is representing 1 country in the panel and this decision is done by the Chairperson of Adjudicators. In case of 9 Adjudicators in the panel, the Chairperson of Adjudicators will make a panel of 7. In case of 7 Adjudicators in the panel, Chairperson of Adjudicators will make a panel of 5. If there is any problem that cannot be solved Chairperson of Adjudicators must contact the Adjudication Director for final decision.

Substitute Adjudicator selected by the Chairperson of Adjudicators during the championship must judge all rounds until the end.

8. A replacement of any Adjudicator or any other changes in the adjudication panel must be written in the competition report and notified in the original adjudicator's attendance sheet. This notification must also be sent in written form to the NMO
9. When time permits at the end of a competition, the Chairperson of Adjudicators may hold a meeting with the Adjudicators to discuss their feelings on the level of competition and dancers, and their differences and evaluation in judging and marking.

10. When time allows there will be an Adjudicators meeting either in between or after each day of work, to refresh them on the rules of disciplines being Adjudicator and the procedure being used at this event.

## 11.SCRUTINEERING

### ***11.1.GENERAL PROVISIONS***

1. All scrutineering computer-judging programs must be approved and licensed by the IDO Scrutineering Subcommittee in cooperation with the IDO **Adjudication Department**.
2. The Scrutineering Subcommittee is a division of the Adjudicating **Department**, and is comprised of delegates appointed by the IDO Adjudication **Department Director**.
3. The Scrutineering Subcommittee will license all Scrutineers via seminars, examinations and tests that will make allowances for “in the field” practice.
4. Until the Scrutineering Subcommittee arranges an Official Seminar, Scrutineers will be selected from the existing IDO pool.
5. *IDO International Scrutineering license is subject to renewal periodically every 3 years. The refresher seminars for Scrutineers will be done before start of the competition (before the first competition day). Schedule and dates upon approval of the IDO Adjudication Director. (AGM 2016, Implementation 1<sup>st</sup> January 2017, no change possible before 2020)*
6. Final approval of the Scrutineer appointed by the Organizer of any IDO competition rests with the IDO. Each Scrutineer must have knowledge of all judging and scrutineering systems used by the IDO, and must hold a valid IDO Scrutineering License.
7. Using Official IDO Scrutineering Forms, the Scrutineer will compile the Adjudicators’ results and will then inform the competitors of the results, including the qualifying numbers for the next round and their ranking.
8. Under no circumstances, during the IDO Event, scrutineer is allowed to give out the results with crosses and marks to IDO NMO and its representatives.
9. The Organizer must provide the needed number of assistants to facilitate the scrutineering process.

## ***11.2.DUTIES***

The Scrutineer is responsible for the following:

- Arriving in sufficient time to prepare all scrutineering forms necessary to begin the event and also in time to be present during the Adjudicators meeting to prepare the final adjudicators' grid.
- To prepare „test“ competition for tryout after the Adjudicators meeting in case of judging on e-devices.
- Ensure that the start order is prepared to post in a timely manner.
- Making sure that all necessary office equipment is in place and functioning, and that the Scrutineers' location is placed conveniently for easy communication among the Organizer, Officials and Adjudicators.
- Assisting the Supervisor in ensuring that the competition will be run in accordance with the IDO Event Contract.
- Assisting the Supervisor and/or Chairperson of Adjudicators to ensure that the Event runs smoothly and in the highest professional manner possible
- Ensuring that the results are sent in a timely manner to the ~~IDO Sport Director~~ webmaster to be uploaded to the IDO web site.
- After each round, the start order should be reversed for subsequent round. The Supervisor and the Chairperson of Adjudicators have the right to change this guideline when they feel doing so is necessary.
- To submit the Scrutineer Report within seven (7) days, on the official IDO form, after the conclusion of the event.

In case of infraction of the IDO rules, IDO Code of Ethics and Conduct or not completing scrutineers' duties while serving, scrutineer will be reported to the disciplinary committee by the Chairperson and/or Supervisor, and/or Adjudication Director and/or Sport Director.

### **11.3.RIGHTS**

The Scrutineer has following rights:

- To have reimbursement as the IDO official (details explained in the Financial Book).
- To take refresher seminars without fee.
- To be nominated in the Scrutineering Sub-committee.
- To take decision following the IDO Rules and Regulations.
- To represent IDO as an official IDO International Scrutineer when asked and approved by the IDO.
- To clearly point out infractions of the rules that have influenced scrutineers' work.

### **11.4.SCRUTINEERING EXAMINATION PROCESS**

The Adjudication Director is responsible for publishing the yearly calendar of all examination seminars and exams on the website, till 15<sup>th</sup> January.

The invitation for the seminar must contain information about date, location and venue, schedule, conditions for participation, fee payment, deadline for enrollments and contact person.

#### **11.4.1.QUALIFICATION AND CONDITIONS FOR TAKING EXAMINATIONS**

1. Any national Scrutineer who wants to become an IDO international Scrutineer must take the IDO international scrutineer exam, must be approved and enrolled in the seminar by the IDO National Member Organization (full or probationary).
2. Applications must be sent together with the candidates CV to the Adjudication Director till the set deadline.
3. Candidate for IDO officials' license (Adjudicator, Scrutineer) must be at least 18 years old in the time when application is sent to the IDO.

4. Actively competing dancers may also be examined, but, if successful, they cannot serve at IDO Competitions until they have declared in writing that they have stopped competing.
5. All IDO Scrutineers are required to have a working knowledge of the English language.
6. New candidate for taking an IDO exam pays through the NMO ~~the amount of 200 euro for the examination fee~~ as defined in the IDO Financial Book. The examination fee includes: using online educational system, online probationary testing, online study materials, IDO forms to be filled and examination seminar when taking the exam. Candidate that passes the exam pays ~~50 euro for the adjudicators' license~~.
7. After approval of the candidate's application, the Adjudication Director will send the username and password to candidate, for IDO Online Academy system. IDO Online Academy system contains all necessary forms, lectures and study materials for passing the Exam.

#### **11.4.2. SCRUTINEERING EXAMINATION SEMINAR STRUCTURE AND PROCEDURE**

1. Candidates will be examined by taking part in an Official International IDO Scrutineer's Examination Seminar, hosted by the IDO.
2. The seminar is conducted prior to exam.
3. The seminar is designed to familiarize the candidate with the contents of the Rules Book and it is suggested that thorough knowledge of the Rules Book is necessary to successfully pass the Exam. This seminar defines the special duties of a Scrutineer at IDO events.
4. Official Scrutineering Examination Seminar consists of the following:
  - i. The first section of the examination seminar will be devoted to going through, in a general manner, all material that will be used in the written examination. During this time period, the Lecturer conducting the seminar will also answer any question presented by the candidates (60-90 minutes).
  - ii. A time period lasting 60 minutes will be allotted for taking the written portion of the General Theoretical Exam.
  - iii. The Examiner at seminar will evaluate each candidate's given answers.
5. The exam consists in three parts:
  - i. Skating system by Arthur Dawson

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- ii. Crosses and points using IDO judging systems
  - iii. Theoretical Exam about Protocol, scrutineering and scrutineering rules
6. Exams must be taken in written form using the English language.
  7. The exam is conducted by the Examination seminar committee. Member of the Examination Committee for each exam are appointed by the Adjudication Director. The Examination committee has three members:
    - Lecturer, a person that is responsible for giving the lecture;
    - Examiner, a person that is responsible for giving the exam;
    - Proctor, a person that is responsible for administrative part of the seminar and exam and can be used as a helper for examination.
- By estimation of the Adjudication Director (following the number of candidates and distance of seminar), Examination seminar committee can be shorten so one person can do more jobs.
8. Criteria for Lecturers and Examiners at IDO Adjudicators Scrutineering Seminars:
    - a. Holder of IDO international scrutineering license.
    - b. Actively serving as scrutineer at IDO Championships/Cups in the last 5 years.
    - c. Proven experience in conducting similar seminars both on national and international level and similar educational activities.
  9. The lecturers and examiners are appointed in the beginning of each calendar year, by the Adjudication Director.
  10. To pass the General Theoretical Exam candidate must have 100% correct answers of the given questions for the Skating system, crosses and points and at least 75% of the given questions must be answered correctly for the Protocol, scrutineering and scrutineering rules .
  11. Within fifteen (15) days after any examination session, the Examination seminar Committee must submit a full report on all successful candidates together with the examination papers to the Adjudication Director.
  12. The Adjudication Director will publish the name of new adjudicator on the website, send the notice to IDO NMO about examination results and issue a certificate to each candidate who successfully passes the theoretical and practical portion of the IDO Adjudicator's Examination.
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### ***11.5.PROTOCOL, SCRUTINEERING AND SCRUTINEERING RULES***

1. All Scrutineering programs used at IDO events must be officially registered by the IDO. The program must be able to connect directly to the IDO website for downloading all the enrolled dancers for this event, to create the enrolment and start lists before the event, run the event with these lists and upload the results into the IDO website after the event.
2. Paperless Scrutineering systems on palms, laptops or similar equipment may also be used. They must be registered with IDO. In the case whereby paper judging will not be used, the system must be able to fulfill all other criteria listed below. The Scrutineer/s must be present at the Adjudicators meeting before competition to instruct Adjudicators of the proper use of the system that will be used and to make a record of all changes in the Adjudicators grid.
3. All Organizers must use official IDO Scrutineers who are listed in the IDO web site under Official Scrutineers, and who are licensed to scrutinize IDO competitions.
4. The Scrutineer, who must speak English or have at all times, an English interpreter with him, at his own expenses, must be knowledgeable of all the rules for adjudication. This Includes: crosses, TCI and TCIS marks, figures, etc. They must also be familiar when organizer's music, or dancer's own music when required, along with number of minimum and maximum points, actual re-dance, paper re-dance, hope rounds, ties, etc. They must also be able to print start numbers for IDO competitions, print marking sheets, help sheets for the Adjudicators in Performing arts and disciplines with own music, print start lists including dance titles in Show disciplines, and must be able to handle events up to 9 (15) Adjudicators and be able to do the entire competition including the final skating system by hand, in case of a failure of the technical equipment. All papers printed must be according IDO rules including the IDO logo.
5. It is the duty of the Scrutineering team to notify the Organizer to provide them with the necessary tools to fulfill their duties, including, printers, copy machines, ink cartridges or toners, as well as sufficient white paper and colored paper if necessary, along with internet access.
6. A Scrutineer should never work alone. They should follow the "four-eye's principle," and always have someone to help to be sure all information processed is correct as given by the Adjudicators. The Adjudication Committee expresses the urgent practice of 4 eyes principle. The

second person need to be a holder of at least the national scrutineer license. (reference 2.2 Protocol procedure point 8).

7. If there is more than one dance floor, there should be at least 2 IDO International Scrutineers working.

## BEFORE THE COMPETITION

1. The Scrutineer will create and print all enrolment lists, collect the late entries, cancellations and changes coming from the Check In staff of the Organizer. He must work closely with the staff, the IDO Supervisor, the IDO Chairperson and the Organizer.
2. After having downloaded the enrolment lists, the Scrutineer will check to see if the numbers of dancers are according the EPN's published by the IDO. He has to consider and check to be sure "Title defenders" and "Wild Cards," are correct. He will inform the Organizer if there are more dancers enrolled into a competition by a country than allowed by EPN.
3. The Scrutineer will prepare the starting order. Help person and/or and the check in staff of the Organizer will post it in a minimum of two places at the competition, where there is enough space for the dancers to see the lists. This may be backstage, in the warm-up areas, etc.

## DURING THE COMPETITION

1. Before each competition the ~~Scrutineer, Organizer, Supervisor and Chairperson~~ will decide how many dancers will pass into the next round to come to the system 48/24/12/6.

The BASIC RULE MODEL should be :

number of dancers	+/-
48	4
24	3
12	2
6	+2/ -1

2. Under no condition should the final be more than 8.
3. In preliminary round half +/- one dancer, but if there is enough time, we follow ideal line.

Example: if there are 140 dancers, we want 70 in next round, but if there is enough time, we take 96. The decision about the preliminary round has to be taken by the Supervisor, Chairperson and Organizer.

In the case where the amount of crosses brings out a different numbers of dancers, the Scrutineer will ask the Supervisor and/or Chairperson to decide the number of dancers qualified into the next round – without telling him any details regarding the dancers or countries. The Chairperson decides in co-operation with the Organizer and Supervisor.

4. Competition procedure, judging and scrutineering protocol in disciplines in which competitors compete with **own** music from the first round:
  - 1) All competitions of the above-mentioned disciplines basically will be done in three rounds (1st round, semi-final, final). More rounds can be organized, if time permits but also if the Organizer, Sport Director and IDO competition officials agree. If they cannot agree on this, the decision of the IDO Executive Presidium is final. (AGM 2018, Implementation 01.01.2019)The number of crosses that the Adjudicators will be asked to put for the next round is following:

**NUMBER OF CROSSES THAT WILL BE ASKED FOR THE NEXT ROUND**

FIRST ROUND	SEMIFINAL	FINAL
	12*	Up to 6**
15-20 dancers	12	
21-25 dancers	15	
26-35 dancers	16	
36-45 dancers	17	
46-55 dancers	18	
56-65 dancers	19	
66-75 dancers	20	
76-85 dancers	21	
86-95 dancers	22	
96-105 dancers	23	
106 and more	24	

- in case of enrolled 13-14 starters, the competition starts with the semifinal round
- in case of enrolled 7-8 starters the competition starts with the final round

2) The number of dancer groups that will be brought in the next round is following:

## NUMBER OF QUALIFIED DANCER GROUPS BY THE ROUNDS

FIRST ROUND	SEMIFINAL	FINAL
15-20 dancers	12 <sup>+/-2</sup>	Up to 6 <sup>+2</sup>
21-25 dancers	15 <sup>+/-2</sup>	
26-35 dancers	16 <sup>+/-2</sup>	
36-45 dancers	17 <sup>+/-3</sup>	
46-55 dancers	18 <sup>+/-4</sup>	
56-65 dancers	19 <sup>+/-4</sup>	
66-75 dancers	20 <sup>+/-5</sup>	
76-85 dancers	21 <sup>+/-6</sup>	
86-95 dancers	22 <sup>+/-7</sup>	
96-105 dancers	23 <sup>+/-8</sup>	
106 and more	24 <sup>+/-9</sup>	

*Note: Only the dancers with majority can be brought into the next round. In case of more or less qualified dancers in the next round than defined in the table, paper re-dance must be organized. (AGM 2018, Implementation 01.01.2019)*

Placements for non-qualified dancers in the next round(s) will be determined by the number of crosses. In case of a tie with crosses (the same amount of crosses) or no crosses, the total amount of points will be used to determine the placements. (AGM 2018, Implementation 01.01.2019)

- Adjudicators sheets must contain information regarding the number of dancers (X's) they should bring into next round.

6. To the next round should pass all with the majority if this is in accordance with rule in paragraph 13. Scrutineer and Chairperson decide that. If there is less DANCERS with majority than SPECIFIED IN THE BASIC RULE MODEL (see #1 in this section), then CHAIRPERSON and SUPERVISOR WILL decide ABOUT REDANCE OF dancers without majority, but in this case all the dancers with the same number of crosses should have a re-dance.

*NOTE:* Majority of given crosses by Adjudicators means 3 from 5, from 7, 5 from 9, etc. In case of a tie, usually the “majority” rule will be followed. This means if the majority of Adjudicators have given crosses (3 from 5, 4 from 7, 5 from 9, etc.,) to a competitor, she/he should proceed into the next round; it is always the Chairperson, Supervisor and Organizer who decide, and inform the Scrutineer.

7. A Re-Dance is either on paper or on the dance floor. In re-dance should go /be evaluated all the dancers with the same number of crosses, but not all the dancers who didn't pass to the next round. Re-dance will be done by using the placement system and the final results will be done using the Skating system. In case of a tie, all the performances that are in tie will be forwarded/continue to the next round, if it is not in conflict with the golden rule.
8. The Scrutineer will collect the Adjudicator's names, appointing them a letter, such as A – B – C, and assign them to the different competitions given by the Chairperson of Adjudicators or the Organizer. He will then create and print the Adjudicator's sheets. If there are MOCK Adjudicators, he will print the mock judging sheets for them. The mock judging sheets will not go into the results of any of the competitions and stay with the Chairperson to be checked for the examination process.
9. At the decision of the Scrutineer, a random selection starting order will be created by computer. The Scrutineer will make these selections with the assistance of the Supervisor who will record the results.
10. After each round the Scrutineer collects the judging sheets, which have been checked by the Chairperson to be sure there are no errors, and will add the crosses to the Scrutineering system to find the dancers for the next rounds. If the Scrutineer subsequently finds an error on any judging sheet, he must return the sheet to the Chairperson to have the Adjudicators make any necessary adjustments in the section provided on the score sheet. This is the same procedure for all qualifying rounds.

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11. After each round the list of the qualified dancers shall be published – as well as the list of the non-qualified ranked by their placements. In cases, when points are obligatory to be distributed by the adjudicators, the scrutineer should check if the sum of the points is correct, then if the crosses given are correct with the highest sum of points and at the end if the number of crosses (placement in the finals) is correct, before taking the papers to the scrutineering office. In the final round, the Adjudicators have to write their placements (no x) according the skating system.
12. In the final round, the Scrutineer will print two Adjudicator's sheets per Adjudicator and will collect one of them to prepare the check for the Open Marking. The numbers/marks held up by the Adjudicators must be the same as being handed to the Scrutineer on paper before. If there are differences the Chairperson and the Scrutineer will ask the Adjudicator to make a correction. Before finals Scrutineer must check if Adjudicators have all numbers plates for open marking.
13. The Scrutineer will print the diplomas/certificates for all dancers including their ranking from the last to the first place. The dancers not qualified for the next round receive their diplomas soon after they have been competing.
14. Blanc diplomas/certificates will be arranged and given to the Scrutineer by the Organizer.
15. The Scrutineer must print the results from the first to the last place to be published at the event by the Organizer.
16. All Adjudicator's evaluations (marks) per dimensions (TCI-S) must be visible in disciplines where is obligatory to use 3-D or 4-D system as well as points in Production and Battle competition.
17. Adjudicators' sheets must contain numbers sorted from smallest to the biggest in the first round. Scrutineer must reverse order of start numbers after each round.
18. Each IDO Event has its own specific rules according to the dance disciplines offered at that competition. Specific rules may be found throughout this Rule Book.
19. The official opening or commencement of the Event must be in accordance with the time schedule published in the propositions for the Event. Any changes to the time schedule shall be at the discretion of the Supervisor, who shall also manage the overall running of the Event.
20. All changes in time schedule must be discussed and/or notified by the Organizer, Supervisor, Chairperson and Scrutineer – and published to the participants, which will be clearly visible and understandable in conjunction with the Organizer and the staff.
21. In case of a tie for the first place the tying competitors must re dance their routines so that a winner may be determined.

22. With the approval of the Supervisor and Chairperson of Adjudicators, the Organizer may offer a 2<sup>nd</sup> chance round. In 2<sup>nd</sup> chance rounds, all dancers who were not called back after the first round dance again. At least 75% to 80% of the dancers required to the next round should be selected first. The remaining amount required will compete in the 2nd chance round.
23. If the Organizer's music is used and an Adjudicator uses the 3-D system voluntarily, his or her point scores must not be taken into consideration in determining the final results.
24. The number of crosses the Adjudicators are asked to give must equal the number of competitors wanted for the next round. This rule is applicable, unless stated otherwise in the specific rules governing a specific discipline.
25. In cases where a competitor is disqualified, he or she, group or a team will have no placing and will be marked with a D. [See also rules in Book 3, Section 5, under 5.1 Disqualification/8.](#)
26. When a dancer because of injury or illness needs to conclude the round without performing –the Adjudicators cannot Adjudicator a performance that did not take place, so it would be only fair to mark the performance DNF (Did Not Finish) and place the performance on the last place of the round.

**NOTE 1:** [Battle Qualification Rules see in Book 3, Section 2, under 2.2 for Break Dance and under 2.5 for Hip Hop Battles](#)

**NOTE 2:** The Scrutineers must be aware of judging procedures and specific disciplines listed in the Section "Protocol and Judging Procedure"

**AFTER THE COMPETITION (~~verification of the results~~)**

1. Scrutineer must upload the results of each competition into the IDO website, as soon as possible, after the last final of that day, in order to have an up to date IDO results list in the web site.
2. The Event officially ends when the Scrutineer has copied all the Scrutineering tables, including the last result lists of all competitions at his event on a CD or STICK, and handed them to the Organizer to be sent to the participating federations and to the Adjudication Committee by the Organizer, no later than 3 days after the event.
3. Chairperson or Supervisor must always approve the results with their signatures before they are officially published or announced.

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In the time frame of 3 days, after the publication of the official results on the IDO Website protest are possible only when an obvious technical mistake of the system is noticed. No protests are allowed against scores or results after that.

4. **Make a check list.** A Formula is added at the end of this book.
5. **Scrutineer is responsible to send the scrutineering tables with marks, crosses and placements to the IDO Competition officials, all participating countries, IDO Scrutineering Chairperson and to the IDO webmaster.**
6. The results of the competition become final with the Scrutineer has published them on the IDO website.

NOTE:

Chapter 12 about Supervisor will be done later (probably will be ready for AGM 2020).

## **2. THE PERSONALITY OF AN ADJUDICATOR**

Prepared by dr. Meta Zagorc, University of Ljubljana, Slovenia

Test:

When did we -as an adjudicator- read the last book, saw a special dance show or we went to see the related sports (gymnastics, rhythmic gymnastics, skating ...)?

What are we still capable of dancing? Are we still capable of any artistic creation?

Have we seen the last painting exhibition in our town?

Being a dance adjudicator is an extremely responsible task. What do we expect of the personality of an adjudicator? What is his responsibility to himself and to the others - dancers, audiences, national federation, world organization?

### **1. The adjudicating is like a "profession"!**

Adjudicating requires the highest possible qualification. This includes knowledge and experiences. Judging needs training! "Having an Eye" is a practice that encompasses the capabilities of quick judgment and recognition of body language. This requires special talent, continuous learning and refinement. It's not enough that you are a dancer; you must be a craftsman and an artist at the same time!

**Knowledge relates to:**

- dance technique
- history and origin of dance
- knowledge of the theory of music and rhythm
- knowledge of sports coaching
- knowledge of the principles of choreography
- knowledge of the variety of dance styles

- own creative abilities
- knowledge in the field of aesthetics, art
- the ability to perceive beauty
- knowledge of communication, expressiveness
- knowledge of originality and kitsch
- knowledge of psychology

With knowledge we assess the technical value, which includes:

- the posture
- weight transfers, body centering
- time, space, energy
- the purity of the form
- quality of movement
- rules for the implementation of elements of movement, characters, figures
- rhythmic interpretation, musicality,
- controlled contractions and relaxation,
- dynamics
- biomechanical laws of movement

**We also evaluate various abilities and characteristics of dancers:**

- physical (body appearance, design)
- functional (power, endurance, flexibility, balance, elasticity, precision, etc.)
- psychical (stability, personality, experience, relationships, etc.)
- "acting"
- special (dance abilities, tracking, guiding, etc.)

## **2. The adjudicating is like being a "critic" and "an artist" at the same time!**

We evaluate the artistic work, just like a critic evaluates drama or musical work or just published book. Our knowledge of technique is the most important in judging but at the same time we need to know the lows of art, the originality of dancing. It is necessary to recognize what we saw on the technical side and also in terms of style, expressiveness - everything that defines a dance according to artistic value.

We need to know the **ideal**, what is the best in the time when we are judging. But ideals always fluctuate according to the values of the particular environment from which we come from. The evaluating is more than just our personal opinion - depending on the values of the country from which we are. Also different continents can influences the assessment by which a judge evaluates a certain "dance performance".

**We value the artistic impression! This includes:**

- expression of dancers, a dance couple, a group or formation
- choreography, composition, space, time, dynamics
- performance, image, interpretation
- presentation, personality, charisma
- characterization of dance
- communication in pairs, groups, formations
- "touch" of the audience
- originality

The subject of the evaluation is also:

- abilities
- skills
- personal impression
- reliability
- communicativeness
- name
- harmony

## **3. The adjudicating is like being a "psychologist"!**

The adjudicating requires a mature personality! At the same time it requires continuous work on ourselves! How to feel a dancer? How to recognize his ability to communicate in pairs, group, formation with viewers with us -judges. Are we capable of "touching of the dance performance"? Are we able not

only to "watch," but to "see" ?!

The adjudicator must be able to recognize talent, technique and ideal style, originality, aesthetics.

Therefore we must have knowledge of:

- top dance performance,
- art,
- trends, styles, fashion
- the elements of various dance categories

We must recognize how the dancer through his technique "display" the impression of excellence. When evaluating the dancers, we need to perceive the partnership, interdependence, dramaturgy, freedom of movement. We need to recognize the cleanliness of dance, tradition and modernity! But we also need to recognize the joy of dancing, the pleasure of movement, the colorfulness of expression.

#### **4. The adjudicating is like being a "real judge"!**

The adjudicator must be objective! It is always a question till where we can be objective and where does our subjectivity begin? What do we judge - dance or people? How do we judge when the dancer, couple, group, formation comes from our country?! We must be impartial! Reliable, circumspect, fair! To be trusted, consistent, concentrated, mastered! Inexcusable, unbreakable, morally unworthy! This includes professional ethics, moral principles!

We should never forget to rate everything according to the age of the dancers!

#### **5. The adjudicating is like being a "creator"!**

The development of dance, the direction of the work of coaches and dancers, the thinking of where we are and where the development is, depends on our judgments! It is up to us to judge what is best. Are we responsible enough?!

It is often happened that judgments differ, although in principle they are based on the same criteria. Although as judges, we are different, we should be able to answer why our decision is so different from final results, what we have been guided by a certain assessment. It is necessary to be able to defend our assessment with a few more arguments than just "I like it".

The adjudicators are spreading the horizon of the profession. Horizon depends on knowledge and inner conviction, what is good. The assessment reflects our decision on where the development of dance is. What is our vision of progress? Judging is a high profession!

The adjudicator usually keeps on a "duel" while comparing, evaluating, recognizing, deciding, etc. Knowing the rules, the way of dancing and evaluating the quality are always related to the assessment of the comparability of couples, dancers, groups and our evaluations.

What is correct? Separate the best among the good! Know what makes the champion! Find out the artist. Recognize energy and power in conjunction with the lyrics! Be sensitive enough, that dancer can touch you...Can we recognize and reward originality? What's special?

What is the relationship between technical value and artistic impression?! Are we misled by cheap effects, glitter? Are we being misled by the exaggeration? The external impression?! Do we condemn grotesqueness, pathetic, grimaces, masquerade, extravagance, cheapness and reward an aesthetic, artistic look, enjoyment of dance ...? Do we recognize the dignity, the personality of the dancers?

## **6. The adjudicating is a "play on stage"!**

As the adjudicators we stand in the "headlight". We are seeing by dancers, audiences, trainers, journalists ... We are exposed in all our essence - not just before others, but also before ourselves! How do we stand, walk, look? It all reflects our personality! How are we dressed? Do we have a professional attitude towards ourselves and dancers? How we are looking during the judging? How do we behave before and after the judging? Do we communicate with our dancers? Do we know the code of ethic?

Each of us has his own view, but there are eternal laws of harmony, golden cut, virtuosity and charisma.

As adjudicators we must always look for the way to be the best! Career is personal development. It is a certain sequence of attitudes, motives, emotions, doubts, behavioral patterns, decisions. Success is conditioned by our readiness and knowledge and exploitation of the opportunity.

What about our personal development? Do we pay enough attention to it? Are we capable of enjoying dance, recognizing shades that separate dancers from each other! Do we recognize the physical, emotional, mental and spiritual components?! Are we able to interrupt our world events with our personality?

**Features of a good judge:**

- professionalism
- consistency
- authoritarianism
- justice
- honesty
- sightseeing
- self-control
- concentration
- self-confidence
- individualism
- independence
- dominance
- systematic thinking
- calmness
- self esteem
- emotional stability
- responsibility
- determination
- intelligence
- communicativeness
- criticality
- respect for the diversity of others
- ability of self-knowledge
- ability of psychological observation
- constant
- self-control
- creativity
- reliability
- discretion
- stability
- cosmopolitanism
- professionalism
- self-actualization
- expressiveness
- innovation
- sensibility
- emotional responsiveness
- maintaining consistency
- prudence

- complexity

References:

Brown, A .: Aesthetics and epistemology. National Publishing House of Slovenia, Ljubljana, 1984

Jerman, F .: Talks on Philosophy, Ljubljana, 1980

Kos, N.: Ples od kod in kam. ZKOS, Ljubljana, 1982

### 3.Check List Scruteneers

- |   |     |    |
|---|-----|----|
| 1. »Test« competition for judges meeting – tryout of electronical judging.  | YES | NO |
| 2. Starting lists for start of the competition.   | YES | NO |
| 3. Download of the music/CD labels for organizer  | YES | NO |
| 4. Download of the files from DIES for Supervisor   | YES | NO |
| 5. Checking of EPN (also when additional entries)   | YES | NO |
| 6. Checking of canceled starting numbers  | YES | NO |
| 7. Deleting of canceled dancers from final results list (dancing on organizer music, sometimes they don't appear at the dance floor but they remain in the final results) | YES | NO |
| 8. Changing the final placements according to the rules if there is a disqualification  | YES | NO |
| 9. Posting the results at IDO web side  | YES | NO |
| 10. Sending the results and judging sheets (crosses, 3D and 4D marks) to the organizer  | YES | NO |
| 11. Sending the results and judging sheets to the NDO   | YES | NO |

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- |   |     |    |
|---|-----|----|
| 12. List of all re-dances                 | YES | NO |
| 13. List of all canceled starting numbers | YES | NO |
| 14. OTHER                                 | YES | NO |

## 4. IDO FLAG ETIQUETTE



*The*

***World Dance and Dance Sport Federation***

***Par Excellence***

***[www.ido-dance.com](http://www.ido-dance.com)***

# **IDO FLAG ETIQUETTE**

## **STANDARDS OF RESPECT**

The International Dance Organisation hereby formalizes and unifies the traditional way in which to use the IDO Flag and contains specific instructions on how to use to use our flag.

The use of the IDO Flag is as follows:

- The flag will always be displayed at events, official functions and competitions horizontally.
- The flag should not be dipped at any person or thing.
- The flag should not be thrown on the floor or left lying around in an area that will disrespects what the flag represents.
- The flag should not be used as a drapery, or for covering speakers, equipment, etc.
- The flag may be used for advertising purposes with the prior approval of the IDO Vice-President for Public Relations
- The IDO flag may not be embroidered, printed or otherwise impressed on articles such as clothing, cushions, or other publicity material.
- The flag may not be used as a costume or athletic uniform. Organizations wishing to use the IDO flag as part of their uniforms should seek clearance from the IDO Public Relations Department.
- The flag should not have placed on it, or attached to it, any mark, insignia, letter, words, numbers, figures or drawings of any kind.
- The flag should never be used as a receptacle for receiving, holding, carrying or delivering anything.

When the flag is lowered in a ceremonial event, it should never touch the ground. It should be received by waiting arms and to store it, it should be folded neatly and ceremoniously.

The flag should be kept clean at all times.

When flags need mending or replacing, the entity is to contact the IDO Vice President and Sports Director.

No flag, at events, official functions and competitions will be larger than the IDO flag. They should all be the same size or smaller than the IDO flag.

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The IDO NMO can use the IDO flag at official National ranking competitions, National Championships, Open National Championships, etc. and at all International dance competitions that are published on the official IDO Web-site [www.ido-dance.com](http://www.ido-dance.com).

**IN NO WAY** will the IDO flag be used for private competitions, dance festivals or any other form of competition that is not approved by IDO.

## 5. DATA PROCESSING AGREEMENT

Between

The International Dance Organization (IDO)  
Udsigten 3, Slotsbjergby  
4200 Slagelse

And

[National member organization]

This agreement contains the criteria for the collecting and processing of data of members of the [National member organization], who sign up for attending championships or World Cup Events of IDO.

1

The [National member organization] is responsible for collecting from its members all data relevant for the participation in championships and World Cup event, i.e. the name, age and sex of the member.

When signing up for participation in championships and World Cup Events the [National member organization] acquires the informed consent from the member that his or her data is processed by the [National member organization] and the IDO. Furthermore, the [National member organization] acquires the informed consent from the member that data may be transferred from the IDO to the national member organization that has been appointed by the IDO to host the championship or World Cup Event.

The [National member organization] is obliged to provide its member with the information required in Art. 13 of the General Data Protection Regulation.

2

The [National member organization] transfers the data to the IDO. The IDO is equally obliged to provide the member of the [National member organization] with the information required in Art. 13 of the General Data Protection Regulation.

3

The IDO transfers the data to the national member organization that has been appointed by the IDO to host the championship or World Cup Event.

If the national member organization hosting the championship or World Cup Event is established outside the EU/EEA the [National member organization] and the IDO concludes a joint data processing agreement with the hosting member organization thereby ensuring compliance with Art. 49(1)(c) of the General Data Protection Regulation.

The data processing agreement shall include a clause obliging the hosting member organization to delete data of the enrolled dancers not later than 3 months after the final date of the championship or World Cup Event. The data is only stored by the IDO after the championship or World Cup Event.

4

The IDO is an association under Danish law, and this agreement is governed by Danish law including the General Data Protection Regulation.

## 5. Information on the processing of personal data.

The **[national dance organization]** processes data on members for the participation in championships and World Cup Events under the auspices of the International Dance Organization (IDO). These data are collected by the **[national dance organization]** when the member decides to sign up for championships and World Cup Events of the IDO.

The **[national dance organization]** is responsible for the processing of the data in accordance with the General Data Protection Regulation, including for ensuring that only relevant data is processed and that data is processed legally, reasonably and transparent.

The purpose of the processing of data is the adequate and effective participation of the member in championships or World Cup Events of the IDO and the public distribution on the website of the IDO of information about the championship or World Cup Event. The articles of association of the **[national dance organization]** and the IDO Statutes and by laws are, accordingly, the legal basis for the processing. The **[national dance organization]** only processes data, which has been collected from the member by consent when the member signs up for a championship or World Cup Event of the IDO. Consent to the processing of data is necessary in order to participate in such events of the IDO.

Data on members of the **[national dance organization]** is processed internally in the **[national dance organization]** and it will be transferred to the IDO for the proper planning and execution of the championship or World Cup Event. If a national member organization of the IDO is responsible for the championship or World Cup Event in question, the IDO will transfer the data to that national member organization. If the responsible national member organization is established in a country outside the EU/EEA the **[national dance organization]** transfers the data according to a contract with the national member organization on the participation of the members in the event in question. The participation in a championship or a World Cup Event necessitates that the participant explicitly consents to the transfer and is informed that data is transferred to a country outside the EU/EEA, where the General Data Protection Regulation does not apply and where there is necessarily not equivalent appropriate safeguards.

Data on the participation of members in championships and World Cup Events of the IDO is stored during the specific championship or World Cup event. The data is deleted in the files of the **[national dance organization]** and the IDO following the lapse of 5 years in order to enable the IDO to fulfil its obligations under the Danish legislation on bookkeeping and financial records. The data is deleted by the national member organization responsible for the event following the event. Data about the participants may be accessible on the IDO website and the website of the national member organization and/or its profiles on social media also following the lapse of five years.

Each participant has the right to request from the controller access to and rectification or erasure of personal data or restriction of processing the data subject or to object to processing as well of the right to data portability. Data portability implies, cf. art. 20 of the General Data Protection Regulation, the right of the data subject to receive the personal data concerning him or her, which he or she has provided to a controller, in a structured, commonly used and machine-readable format and have the right to transmit those data to another controller without hindrance from the controller to which the personal data have been provided.

The member has the right to withdraw his or her consent to the processing of data by the **[national dance organization]**.

Personal data is not used for automated decision-making, including profiling, referred to in Article 22(1) and (4) of the General Data Protection Regulation.

Complaints relating to the processing of data may be filed to **[the national data authority]**.

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05/05/2019

IDO - International Dance Organization  
Udsigten 3, Slotshjergby  
4200 Slagelse

Att. Kirsten Dan Jensen

København, den 12. november 2018  
J.nr. 33799/bkn

## Vedr.: Transfer of data to organisations outside the EU/EEA

I have now had the possibility of discussing with Datatilsynet (The Danish Data Protection Authority) the transfer by the IDO of data to national dance organization outside the EU/EEA, when they are responsible for a IDO championship or a World Cup Event.

There is a double possibility of transferring such data outside the EU/EEA in art. 49(1)(a) and art. 49(1)(c) of the Regulation.

Art. 49(1)(a) provides for the transfer upon explicit consent of the participant and that the participant has been informed of the possible risks of such transfers for the data subject due to the absence of an adequacy decision and appropriate safeguards.

Art. 49(1)(c) provides for the transfer that is necessary for the conclusion or performance of a contract concluded in the interest of the data subject between the controller and another natural or legal person.

The use of Art. 49(1)(c) would necessitate that a specific contract is concluded at each championship of World Cup Event between the national dance organization that has signed its members up with the IDO and the national dance organization (outside the EU/EEA), i.e. a contract without the participation of the IDO. There would be nothing that prevent that the IDO is also a party to this contract, but the controller, i.e. the national dance organization must be a party as well.

KOCH /  
CHRISTENSEN

Advokatfirma

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DK-1250 København K

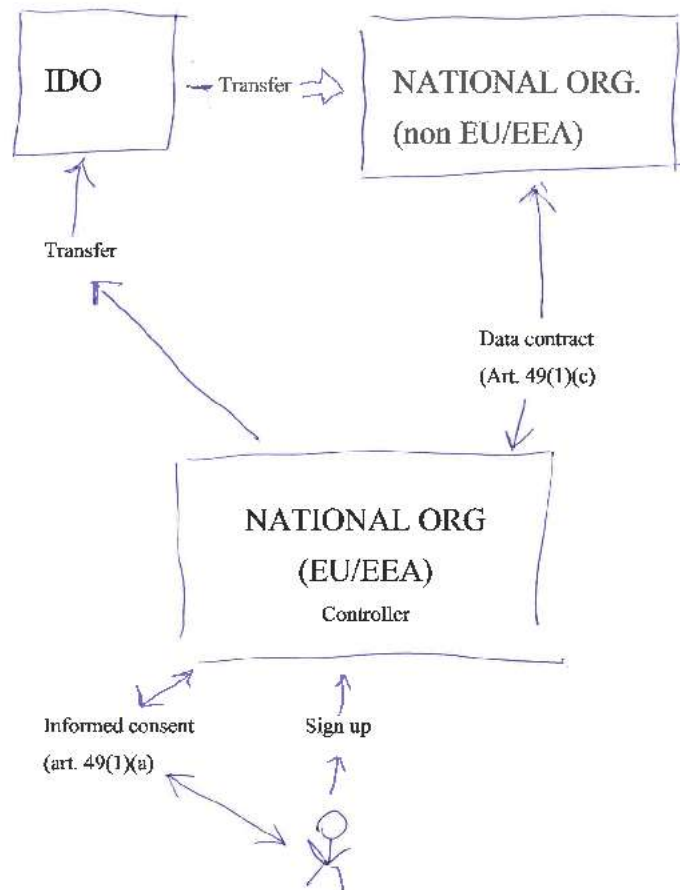
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Henrik Karl Nielsen  
Kim Meurs Gerken  
Jakob Huch-Jensen  
Henrik Juul



## **8. REVISION OF THE IDO STRUCTURE**

### **General Assembly (previously: General Meeting)**

- Vote right: Ordinary members (*no changes*)
- Non-vote: affiliated members, contacts (*no changes*)

### **Honorary Members (person)**

(Honourable life standing position; awarded by General Assembly)

- President
- Members

### **Presidium**

(Honourable 4 years mandate position; elected by the Annual General Meeting, meets at least once per year, minimum 3 female – 3 male, there can only be one person representing the same country in the Presidium.)

- President (*may be elected as honourable position or as professional – paid position*)
- First Vice President
- Vice President (Chairperson Europe Conference) - ratified by the AGM
- Vice President (Chairperson Africa Conference) - ratified by the AGM
- Vice President (Chairperson Americas Conference) - ratified by the AGM
- Vice President (Chairperson Asia & Oceania Conference) - ratified by the AGM
- Vice President at large
- Vice President at large
- Vice President at large

Duties, Responsibilities and Rights:

- *Need to be specified!*

### **Steering Committee (ex officio members in the Presidium)**

(Acting on a regular basis, especially between Presidium Meetings)

- President
- Treasurer
- Sport Director
- Adjudication Director

### **Dance Departments and Coordinators**

(Each Department Director is elected by the Annual Department Meeting (ADM) (for a term of 4 years)  
= ex officio member of the Presidium; Coordinators are appointed by the Presidium

- Member (Couple Dance Department Director)
- Member (Performing Arts Department Director)
- Member (Street Dance Department Director)

#### **Couple Dance Department**

- Argentine Tango Coordinator
- Caribbean Dances Coordinator
- Caribbean Show Dance Coordinator
- Latin Show Dance Coordinator
- Swing Dances Coordinator
- Synchro Dance Coordinator

#### **Performing Arts Department**

- Acrobatic Dance Coordinator
- Ballet Coordinator
- Belly Dance / Oriental Coordinator
- Bollywood Coordinator
- Flamenco Coordinator
- Folk, Ethnic, Character Coordinator
- Jazz Dance Coordinator
- Modern and Contemporary Dance Coordinator
- Show Dance Coordinator
- Tap Dance Coordinator

#### **Street Dance Department**

- Break Dance Coordinator
- Disco Dance Coordinator
- Disco Freestyle Coordinator
- Electric Boogie Coordinator
- Hip Hop Coordinator
- HipHop Battle Coordinator
- Street Dance Show Coordinator

Coordinators have a responsibility to call and lead a Forum of their dance discipline once a year.

*Dance Disciplines: (a) Argentine Tango, (b) Caribbean Dance, (c) Caribbean Show Dance, (d) Latin Show Dance, (e) Swing Dances, (f) Synchro Dance, (g) Show Dance, (h) Jazz Dance, (i) Tap Dance,*

(j) Ballet, (k) Modern and Contemporary Dance, (l) Acrobatic Dance, (m) Belly Dance Oriental, (n) Flamenco, (o) Hip Hop, Electric Boogie and Brake Dance, (p) Disco Dance and Disco Freestyle, (q) Street Dance Show.

### **Forum Dance Discipline**

- IDO members
- Two person from each member can take part in it

### **Adjudication Committee (at the discretion of the Adjudication Director)**

- Adjudication Director
- Member (minimum of two members)
- Scrutineering Commission Coordinator
- Examination Commission Coordinator

Scrutineering and Examination Commissions are composed by: coordinator and two members

### **Committees with various areas of work**

(Honourable 4 years mandate position; elected by the Annual General Meeting, meets at least once a year, and occasionally when it is required)

- Disciplinary & Ethics Committee (First Level)
- Appeal Committee (Second Level)

Each committee is composed by: president and 4 members (each of them should be from different continent; minimum two men and two women)

- Auditors
  - Internal – representatives of IDO members (elected by the General Assembly, an Internal Auditor shall be elected for a 4 years term (they cannot be re-elected for the following term) composed by two members and may not be from a country represented in the Presidium and the Steering Committee.
  - External – professional company (appointed by the General Assembly following the Danish tax law)

### **IDO Office**

(Professional staff; appointed by the Presidium without mandate limit)

- Sport Director
- Adjudication Director
- Treasurer
- Administrator (if needed)

**Main rule**

- One person can take only one position.
- In the time of the transition period of 1 mandate (4 years) a person may hold more positions to give other people the possibility to be reconnected with the job description
- Implementation AGM 2020