

Reference Guide: Chief Recorder & Chief Judge Electronics

Clinics and Positions



Chief Recorder/Chief Judge Electronics

Retirement of CFJ/CJE Clinic

- As of **September 24, 2024**, the **Chief Finish Judge / Chief Judge Electronics (CFJ/CJE)** clinic is **retired**
- The Chief Recorder role has replaced the Chief Finish Judge role

New Clinics

- Chief Recorder(CR) and Chief Judge Electronics (CJE) clinics are offered and recorded separately in the LMS and REMS
- **Use only** the updated Chief Recorder and Chief Judge Electronics clinics.



Chief Recorder (CR)

Assigns times to swims based on data from timing systems **after the race** is completed

- The Chief Recorder (CR) is responsible for checking and finalizing all race results
- The CR uses data from the timing system to assign official times
- When needed, the CR can use order of finish information from Referee to help determine the correct time
- Ensure that disqualifications and “no shows” are accurately reported in the results



Chief Judge Electronics (CJE)

The **CJE** may assign the official time if

- fully automatic timing system is in use
- clear, unobstructed view of timing equipment and finish end of the pool
- ability to use **visual** and **auditory** information of timing system activation

Observes races in real-time to verify whether the primary automatic timing system properly recorded each swimmer's touch

- Approves times from the primary system
- Identifies timing system failures or malfunctions and assigns official times from secondary or tertiary systems
- May temporarily assume the role of CR



!!An Electronics Operator is not a CJE

Role Assignments in Practice

Manual & Semi-Automatic Timing

Stopwatches, Dolphin, TimeDrop, SST)

Chief Recorder

- Assign official times from timer sheets or semi- auto systems.

Recorder

- **Manual:** Enter times into Hy-Tek, print results.
- **Semi-Auto:** Retrieve times from system, adjust as directed by CR, print results.

✓ The **Recorder** role is often combined as **Chief Recorder (Recorder)** if one person does both roles.



Role Assignments in Practice

Automatic Timing Systems

(e.g., Quantum, Colorado, TimeDrop with pads)

Option 1: Chief Recorder/Recorder Model

- **Chief Recorder** - Assigns official times based on timing system data **after the race**
- **Recorder** - Retrieves times from the system, adjusts as directed by CR, prints results



Role Assignments in Practice

Automatic Timing Systems

(e.g., Quantum, Colorado, TimeDrop with pads)

Option 2: Chief Judge Electronics (CJE) & Recorder Model

- **Chief Judge Electronics** - Assign official times based on **real-time visual and auditory observations**
- **Recorder** - Retrieves times from the system, prints results for approval



Role Assignments in Practice

Automatic Timing Systems

(e.g., Quantum, Colorado, DropTimes with pads)

Option 3: Mentoring Model

- If it is not possible to meet the requirements for the CJE role, a CR will determine official times
- But developing officials can gain experience under supervision of a CJE mentor



Role Assignments in Practice

Automatic Timing Systems

(e.g., Quantum, Colorado, DropTimes with pads)

Option 3: Mentoring Model

CJE/CR Training assign three people	CJE Training (preferred) assign three people	CJE Training assign three people
CJE/CR (official role, CR deck eval) with separate Recorder	CR (official role, CR deck eval) also doing the Recorder position	CJE/CR (official role, CR deck eval) with separate Recorder
CJE/CR (Trainee) - learning	CJE (Trainee) paired with Mentor CJE	Mentor CJE (guides & observes the CR in the CJE role)



Certification Requirements

Clinics Required

- Chief Recorder clinic **and** Chief Judge Electronics clinic
(or CFJ/CJE clinic taken before September 24, 2024)

On-Deck Evaluations — choose one path:

- 2 x Chief Recorder
- 1 x Chief Recorder + 1 x CFJ (*pre-Sept 24, 2024*)
- 1 x Chief Recorder + 1 x CJE
- 1 x CFJ (*pre-Sept 24, 2024*) + 1 x CJE



Certification Requirements

Note:

!!CJE on-deck evaluation is **optional** for Level 2/3/4/5 certification

- CJE on-deck evaluations are valid **only if** the person functions as **CJE** for the full session and is determining the official time for all races
- Otherwise, the on-deck evaluations are as **Chief Recorder** (*pre-Sept. 24 as CFJ*)

For Officials Who Took CFJ/CJE Clinic and have a CR deck evaluation

- Contact Swim Ontario (Nicole) who will ensure the CR deck evaluation is correctly tied to the clinic.



Grid Naming & Staffing Guidance

Correct Role Titles on the Grid

- ✓ Chief Recorder
- ✓ Recorder
- ✓ Chief Recorder (Recorder) — for one person handling both roles
- ✓ Chief Judge Electronics
- ✓ Chief Recorder/Chief Judge Electronics - hybrid combo role for one person only
- ✗ Do **not** use: “Hy-Tek”, “Computer”, “Mentor” (alone)
- ✗ A **Timing Operator** is **not** a Chief Judge Electronics
- ⊘ The term **Chief Finish Judge** is now **retired** — use **Chief Recorder**
 - clearly label mentor/trainee role e.g., Mentor CJE, CJE (Trainee)

