



中國香港龍舟總會
HONG KONG CHINA DRAGON BOAT ASSOCIATION

Race Official Committee Circular

No : ROC-2020-01

To:

Registered Race Officials at all levels,
Affiliated Dragon Boat Club Members,
The Hong Kong China Dragon Boat Association.

1. Enhancement of Race Official Structure

To enhance the existing structure of Race Official, the Executive Committee has approved the new Race Official Structure proposed by Race Official Committee in July 2020. The enhanced policy will be implemented on 1 April 2022. Please refer to the attachment for details.

2. Extension of Race Practice Period for All Levels of Dragon Boat Race Officials in 2017-2018 for 2 Years

Affected by social situations and COVID-19, Race Official Committee has decided to extend the race practice period at all levels of dragon boat Race Officials in 2017-2018 for 2 years.

3. Exemption on the Registration Requirements for Race Officials in 2021-2022

Affected by social situations and COVID-19, most of the large-scale dragon boat races recognized by The Hong Kong China Dragon Boat Association (HKCDBA) have been cancelled during 2019-2020. Race Official Committee decided to exempt the registration requirements of Race Officials in 2021-2022. Race Officials in 2021-2022 are exempted from Race Official practice requirement in dragon boat race in 2020-2021 for 1 time or attendance record of Race Official seminar, workshop or advancement course of the qualification.

4. Registered Race Officials List Available at HKCDBA website

Starting from the 2nd half of this year, the registered Race Official list will be available at HKCDBA website for public reference. The list will be updated periodically.

According to the registration requirement point 1 to 3, a registered Race Official must be a valid HKCDBA Associate Member and should renew annually (Period from 1 April to 31 March of the following year). To register as a Race Official, applicants should provide service records at one of the recognized dragon boat races or attend one Race Official seminars, any workshops or any advancement of the qualification courses.

For first time registration, Race Official should submit completed Race Official practical record and copy of certificate of the corresponding level of Dragon Boat Race Official Certificate Course.



中國香港龍舟總會
HONG KONG CHINA DRAGON BOAT ASSOCIATION

Should there be any enquiries, please email to hkdba@hkolympic.org or contact the Secretariat at 3618 7510 during office hours.

Wong Tin Tak
Chairman of Race Official Committee
The Hong Kong China Dragon Boat Association

21 September 2020



中國香港龍舟總會

HONG KONG CHINA DRAGON BOAT ASSOCIATION

(Attachment)

Enhancement of Race Official Structure

Background

The Race Official Committee was established in 2003. In 2008, the Committee came up with the Race Official structure, namely: Race Official Practical, Grade 1 Race Official, Grade 2 Race Official and International Race Official. In 2014, International Dragon Boat Federation (IDBF) Race Official structure and Hong Kong China Dragon Boat Association (HKCDBA) Race Official Structure were clarified as two independent structures. In 2017, the class of Race Official Practical was eliminated and incorporated into the registration requirement of both Grade 1 Race Official and Grade 2 Race Official. A registered Grade 2 Race Official with International Race Official qualification can be appointed as the instructor for Grade 1 and Grade 2 Race Official training courses under HKCDBA and can represent Hong Kong to participate in overseas international dragon boat races.

Objectives

With the increasing popularity of dragon boat races, the overall standard of the teams has improved; thus, the demand for Race Officials' professionalism is getting higher accordingly. Race Official Committee agreed that Race Officials at senior level should possess thorough understanding of the rules and regulations, and handle different dragon boat cases in a professional manner based on each unique situation. In addition, they should also have a good understanding of organizing, managing, preparing and operating dragon boat races. With valuable experiences and knowledge, they are the most suitable instructors for nurturing more professional Race Officials.

The objectives of Race Official Structure Enhancement:

1. To ensure all Chief Officials at dragon boat races are in high standard and well-experienced, as well as to train more enthusiastic and talented Grade 2 Race Officials to be promoted as future leaders;
2. The enhanced structure will better serve the needs in preparing, organizing, managing, operating the dragon boat races and can have a clear defined job responsibilities for each role;
3. To maintain the professional standard of all certification courses.



中國香港龍舟總會 HONG KONG CHINA DRAGON BOAT ASSOCIATION

New Race Official Structure

Under the new Race Official structure, one higher level of Race Official namely “Grade 3 Race Official” will be introduced, this allows a more specific job duties and responsibilities definition among different levels of Race Officials.

The role of Race Officials will be as follows:

1. All Race Official roles can be taken by Grade 1 Race Officials;
2. Department Head Officials can be taken by Grade 2 Race Officials;
3. Chief Official at Dragon Boat races can be taken by Grade 3 Race Officials;
4. Main instructor for all Race Officials certificate courses will be taken by Grade 3 Race Officials.



Implementation Date

New Race Officials structure will be effective on 1 April 2022. To ensure smooth transition, there will be a one-year transition period after the implementation, starting from 1 April 2022 to 31 March 2023. It is expected that the first Grade 3 Race Official certificate course will be held in early 2021.

Impact of New Race Official Structure on current two levels of Race Officials and transition arrangement

1. There will be no impact on Grade 1 Race Officials.
2. During the transition period (1 April 2022 to 31 March 2023), the authority of Grade 2 Race Official is retained and additional training courses will be arranged for further self-enhancement:
 - a. Grade 2 Race Officials can still be appointed as Department Head Officials, Chief Officials of races, Grade 1 and Grade 2 Race Official certificate course instructors.
 - b. Race Official Committee will organize Grade 2 Race Official seminars or workshops to advance their ability and knowledge for future promotion to Grade 3 Race Officials;
 - c. Grade 2 Race officials can still be recommended by HKCDBA to apply for International Race Official certificate course Level 1.
3. HKCDBA may appoint a registered Grade 2 Race Official as an International Race Official representing Hong Kong to participate in overseas international dragon boat races.



中 國 香 港 龍 舟 總 會

HONG KONG CHINA DRAGON BOAT ASSOCIATION

Grade 1 Race Official

Assessment

Completed Grade 1 Race Official Certificate Course organized by HKCDBA, passed the written examination and required practical sessions, participants will be awarded Grade 1 Race Official Certificate.

Practical session

Completed 3 practical sessions in dragon boat races recognized by HKCDBA within 2 years, including at least one minor race and two major races; with satisfactory performance and successfully passed the practical session review.

Qualification

For HKCDBA Grade 1 Race Official Certificate holders, after first time registration, still need to fulfill the specified requirements listed on “Valid Registration”, in order to be legitimate for Race Official roles at HKCDBA recognised races.

Job Duties

Race Officials in all departments.

Grade 2 Race Official

Assessment

Completed Grade 2 Race Official Certificate Course organized by HKCDBA, passed the written, interview examinations and required practical sessions, participants will be awarded Grade 2 Race Official Certificate.

Practical session

Completed 3 practical sessions in dragon boat races recognized by HKCDBA within 3 years, including at least one minor race and two major races, with satisfactory performance and successfully passed the practical session review.

Qualification

1. HKCDBA Grade 2 Race Official Certificate holders, after first time registration, still need to fulfill the specified requirements listed on “Valid Registration”, in order to be legitimate for Race Official roles at HKCDBA recognised races.
2. HKCDBA may nominate a registered Grade 2 Race Official, who also qualified as International Race Official, representing Hong Kong to be International Race Official in overseas dragon boat races.

Job Duties

1. Race Official in all departments or Department Head Official;
2. Appraiser for Grade 1 and Grade 2 Race Official Certificate Course practical session;
3. Appointment when needed:
 - a. Chief Official at minor dragon boat races.
 - b. Assistant Instructor for Grade 1 and/or Grade 2 Race Official training courses.



中國香港龍舟總會

HONG KONG CHINA DRAGON BOAT ASSOCIATION

Grade 3 Race Official

Assessment

Completed Grade 3 Race Official Certificate Course organized by HKCDBA, passed the written, interview examinations, Instructor practical test and required practical sessions, participants will be awarded Grade 3 Race Official certificate.

Practical session

Complete 3 practical sessions in dragon boat races recognized by HKCDBA within 4 years including at least two minor races and one major race, with satisfactory performance and successfully passed the practical session review.

Qualification

1. HKCDBA Grade 3 Race Official Certificate holders, after first time registration, still need to fulfill the specified requirements listed on “Valid Registration”, in order to be legitimate for Race Official roles at HKCDBA recognised races.
2. HKCDBA may nominate a registered Grade 3 Race Official, who also qualified as International Race Official, representing Hong Kong to be International Race Official in overseas dragon boat races.

Job Duties

1. Chief Official and Department Head Official of all races;
2. Instructor for all levels of Race Official training courses;
3. Appraiser for Grade 2 and/or Grade 3 Race Official Certificate course practical sessions.

Validity of Registration Qualifications (starting from 1 April 2022)

1. Must be a valid HKCDBA Associate Member
2. Renew annually (Period from 1 April to 31 March of the following year).
3. Provide service record at one of the recognized dragon boat races or attend one Race Official seminar, workshop or any advancement of the qualification course.
4. If one does not register as Race Official for a particular year, before renewal, one has to serve as Race Officials of the corresponding level (retraining) for 1 time in race recognized by the Association.
5. If one does not register as Race Official for 4 years or above, before renewal, one has to serve as Race Officials of the corresponding level (retraining) for 3 times in races recognized by HKCDBA; One of these 3 services can be replaced by attending any Race Official seminar, workshop or advancement of qualification.

Invalid Registration

1. Those who fail to meet the requirements of “valid registration” will temporarily invalidate their registered qualification. Their original level of registered Race Official level will not be resumed until they meet the requirements.
2. HKCDBA will not nominate Grade 2 or above International Race Officials to represent Hong Kong to serve as International Race Officials if they do not resume their original level of qualification during the registration period.



中國香港龍舟總會

HONG KONG CHINA DRAGON BOAT ASSOCIATION

Major Dragon Boat Races

1. Hong Kong International Dragon Boat Races (IDBR)
2. Hong Kong International Dragon Boat Championships (IDBC)
3. Festival of Sport - Dragon Boat Competition (FOS)

Minor Races:

All other races which are organized, co-organized, undertaken by HKCDBA.

Process of New Race Official Structure Implementation

HKCDBA will organize the first “Grade 3 Race Official certificate course”, and all registered Grade 2 Race Officials are eligible to apply.

Race Official Committee will organize this course, and plan to invite International Dragon Boat Federation (IDBF) Grade 4 International Race Official to be lecturer and other related professionals as guest lecturers.

More course information and registration details will be announced later.

**If there is any inconsistency or ambiguity between the English version and the Chinese version, the Chinese version shall prevail.

End

(Version for Race Official Committee Circular in September 2020)