

## CHIEF PAIRING OFFICIAL'S CHECK LIST

### **In the weeks prior to the tournament:**

- \_\_\_\_\_ Contact assigned pairers regarding clinic and responsibilities
- \_\_\_\_\_ Contact tournament director regarding lodging, pairing materials, equipment, number of mats, clinic location and head table set up
- \_\_\_\_\_ Check themat.com for tournament information. No more tournament flyers.

### **At the tournament sight before pairing clinic:**

- \_\_\_\_\_ Determine location of pairing clinic
- \_\_\_\_\_ Locate materials and equipment for tournament

### **At the clinic:**

- \_\_\_\_\_ Circulate sign-in sheet and collect license books

### **Make assignments and provide each with paperwork for that position, and make sure each is aware of their responsibilities:**

- \_\_\_\_\_ Separation/Bracketing teams-separation procedure
- \_\_\_\_\_ Sorters/checkers
- \_\_\_\_\_ Chief clerk-clerk check sheet
- \_\_\_\_\_ Medical Liaison-medical log in sheet
- \_\_\_\_\_ Printers-bout sheets and plain paper if using track wrestling
- \_\_\_\_\_ Pairing teams-pairing sheet/work sheets if doing by hand
- \_\_\_\_\_ Announcer's assistant-bout tracking sheet and mat numbers

### **Tournament set up:**

- \_\_\_\_\_ Monitor separation
- \_\_\_\_\_ Monitor flow chart(s) and session time tables

### **Coordinate with mat officials, USAW representative, and tournament director:**

- \_\_\_\_\_ Prepare for weigh-in and address any weigh-in problems with Weigh Master
- \_\_\_\_\_ Seeding with USAW rep
- \_\_\_\_\_ Discuss number of mats used each session and when mats will be closed
- \_\_\_\_\_ Determine who will be on the Protest committee from the Head Official and have forms available
- \_\_\_\_\_ Awards and data profile sheets

### **Items to be posted:**

- \_\_\_\_\_ Order of weights, tournament procedures, protest procedures, and pairing charts
- \_\_\_\_\_ Assignment list and chairs marked with teams

**Always follow the printed schedule for sessions and times. If the schedule must be changed, you must consult with the Event Director, USA Wrestling's Representative, and the Head Mat Official.**

**During the tournament:**

- \_\_\_\_\_ Coordinate with announcer and keep apprised of tournament operations
- \_\_\_\_\_ Trouble shoot or assign the position
- \_\_\_\_\_ Sign and return license books before anyone leaves

**Ending the tournament:**

- \_\_\_\_\_ Monitor awards/certificates and data profile sheet progress
- \_\_\_\_\_ Monitor mat closings
- \_\_\_\_\_ Prepare for finals
- \_\_\_\_\_ Tabulate team score if applicable
- \_\_\_\_\_ Outstanding wrestler ballots if applicable

**Please return the following to USA Wrestling representative at the end of the tournament:**

1. Names of the Outstanding Wrestler for each tournament.
2. All medical green, yellow, red sheets, and Medical Liaison form.
3. Data profile sheets-top four placers
4. All completed pairing charts for each weight class and the completed flow charts. Disregard if you are using track wrestling
5. Presentation Award Sheets. Disregard if you are using track wrestling

If for some reason, you still have some of the items, please mail to USAW 6155 Lehman Dr., Colorado Springs, CO 80918.

**Please return the completed sheets to Gina Hendricksen:**

1. All of the Pairing Tournament Report sheets.
2. The Clinic sign-in sheet, listing the pairers who worked the tournament.
3. The evaluation sheets, if any pairers were evaluated.

*These reports are needed for planning and evaluation of the tournaments. They are compiled and distributed to the Pairing Advisory Board and the USWOA Board.*

## MAINTENANCE OF PAIRING CATEGORIES

No maintenance is required for P1C's, P2's, and PA's.

The category **P1** pairing official must work at least one USA Wrestling National tournament every year, in both Greco-Roman and Freestyle.

The P1 pairing official must attend or conduct a national clinic once every year.

Failure to fulfill the officiation requirements for the assigned category will be basis for demotion.

The **P1E** pairing official must work at least one USA Wrestling National tournament every year, in both Greco-Roman and Freestyle. The **P1E** must accept at least one assignment every two (2) years. Failure to fulfill the officiation requirements for the assigned category will be basis for demotion.

There are five national tournaments that qualify for maintenance of P1E and P1 pairing categories.

1. Combined National Senior (Men, Women), or National Senior Men only
2. Combined National University/FILA Cadets
3. National FILA Junior World
4. National Kids GR/FS
5. Combined National Junior/Cadet GR/FS

The National Junior and Cadet Dual Meets will count as maintenance only for those pairers assigned.

**Waiver** – Sometimes an official finds it impossible because of finances, job difficulty, injury, illness, military, education, domestic, or some other logical reason to fulfill the commitments of his/her category for the year. The official must notify the USWOA president and Executive Board of his/her intent to become inactive. The letter requesting the waiver should be sent to the Administrative Assistant. A waiver can be granted only one time.

If a pairing official is unable to attend the national tournaments, or does not wish to attend national tournaments, a letter should be sent to the National Pairings Director to indicate this decision. In this case the pairing official who is a P1E or P1 should request the classification of P1C. A P1C has no obligations and is still able to accept regional assignments. A P1C is also on the list to receive comp rooms at national tournaments if he/she so desires.

## PAIRING TESTS

**Candidates for P1 and P2 must be informed of these procedures at the Pairing Clinics at each of the regional and national tournaments.**

### PAIRING II TESTS

1. A pairer must remain at the Category level for a minimum of one year from upgrade before requesting permission to take the P2 test.
2. A pairer must have worked in pairing a minimum of three regional or national level tournaments at a minimum of two (2) sites before attempting a Category 2 test.
3. Allow two hours for the Category II test.
4. Category II test must be proctored; the Rule Book may be used.
5. A pairer may only take the Category II test once per year; tests taken more than once per year by the same person will not be corrected.
6. A minimum score of 85% is required on this examination to be considered for upgrade.

### PAIRING I TESTS

1. A pairer must remain at the Category P2 level for a minimum of one year from upgrade before requesting permission to take the P1 test.
2. A pairer must have worked in pairing at a minimum of five regional or national level tournament sites before attempting a Category 1 test.
3. A Category 1 test may only be taken at one of the six national tournament sites. (National Open, National University, National FILA Junior World, National Junior, National Cadet, National Kids FS/GR).
4. Category 1 test must be proctored; the Tule book may be used.
5. A pairer may only take the Category 1 test once per year; test taken more than once per year by the same person will not be corrected
6. A minimum score of 85% is required on this examination to be considered for upgrade.

## EVALUATIONS

**Candidates for P1E and P1 must be informed of these procedures at each of the regional and national tournaments.**

To be evaluated the candidate must be the Director of Pairing in charge of an age group at the tournament.

### **P1C's Evaluation:**

Please do not evaluate P1C's who are on their first assignment. However, do show them the evaluation form and let them read it as they will be evaluated on their second assignment.

For those on their third assignment, recommend whether you think they should be upgraded to P1. If you do not know how many tournament assignments they have accepted, ask them.

To be evaluated the P1C must have paired at a minimum of ten (10) regional or national tournaments and must direct the operation of at least three (3) events. An upgrade to P1 must be recommended by the Pairing Advisory Council and confirmed by the USWOA Executive Board.

**P1 EVALUATION COMMITTEE AT EVENT** – The evaluation committee should be chaired by a P1E at the event and should be composed of all P1E's attending. If at a regional tournament and only one or two P1E's are present, P1's may form the committee. The evaluation should result in one (1) evaluation form, which represents the opinions of and is signed by each of the P1E's and P1's who have participated in the evaluation.

### **P1's for upgrade to P1E:**

1. Must have been a Category P1 for one calendar year.
2. Must have been assigned pairing official at a minimum of five (5) National tournaments.
3. Or must have worked at least 50 regional or national tournaments as a pairer since he/she joined. Their license book should be signed for each event. Each site, GR/FS is considered one (1) tournament. One style is considered ½ tournament.
4. An upgrade to P1E must be recommended by the Pairing Advisory Council and confirmed by the USWOA Executive Board.

If a P1 has these qualifications, show him/her the evaluation form, and ask him/her if he/she wants to be evaluated at the current tournament.

**P1E EVALUATION** – The evaluation form should be completed individually by all P1E officials at the event.