

Jaguar Clubs of North
America



Concours Chief Judge Training 2026 Concours Season

Updated March 2026

Original edition by Dave Allen, San Diego Jaguar Club
Reviewed by the JCNA Jaguar Concours Rules Committee (JCRC)

Objective

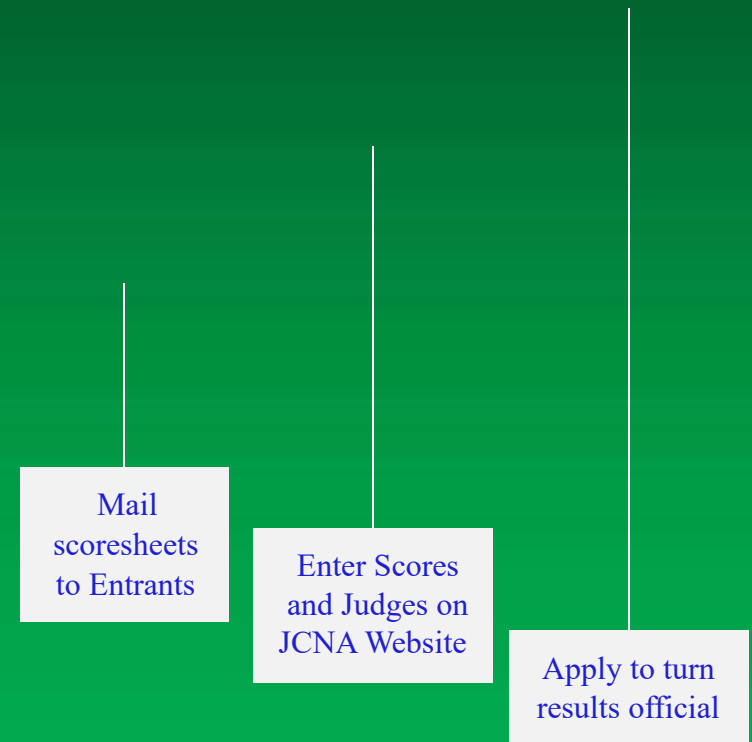
- Training Aid For Chief Judges
- Focus on Concours “Conduct and Process”
 - Make it straightforward
 - Focus on the fun!
- Why Necessary?
 - Avoid disallowed results
 - Improve Entrant experience
 - Maintain consistent judging standards

Contents

- Concours d’Elegance Process Overview

- Your Concours: Beginning to End Summary
- Apprentice Judges □ Initial Judge Certification
- Judge Recertification
- Guest Judges
- Developing Judging Schedule
- Resources required for the Concours
- Overseeing events at the Concours
- Judging to the JCNA Standard – Reminder
- Scrutineers
- After the Concours
 - Timely distribution of scoresheets to Entrants
 - Entering the provisional Concours details on the JCNA website
 - Self-checks prior to requesting a formal review to receive official status
- Chief Judge Check List

Concours d'Elegance "Workflow"



Minimum Three Certified Judges



Apply For Sanction

Annually

Annual Rule Book Training & Test

>30 days

Every 3 years Minimum

Judge's School "Hands on"

>30 days

Annually

Update Training Records on JCNA Website

≥30 days

>4 months

Concours d'Elegance

Timely close-out provides Helpful

C&C feedback for Entrants. when competing for Regional or North American Awards

~21 days (NLT December 1st)

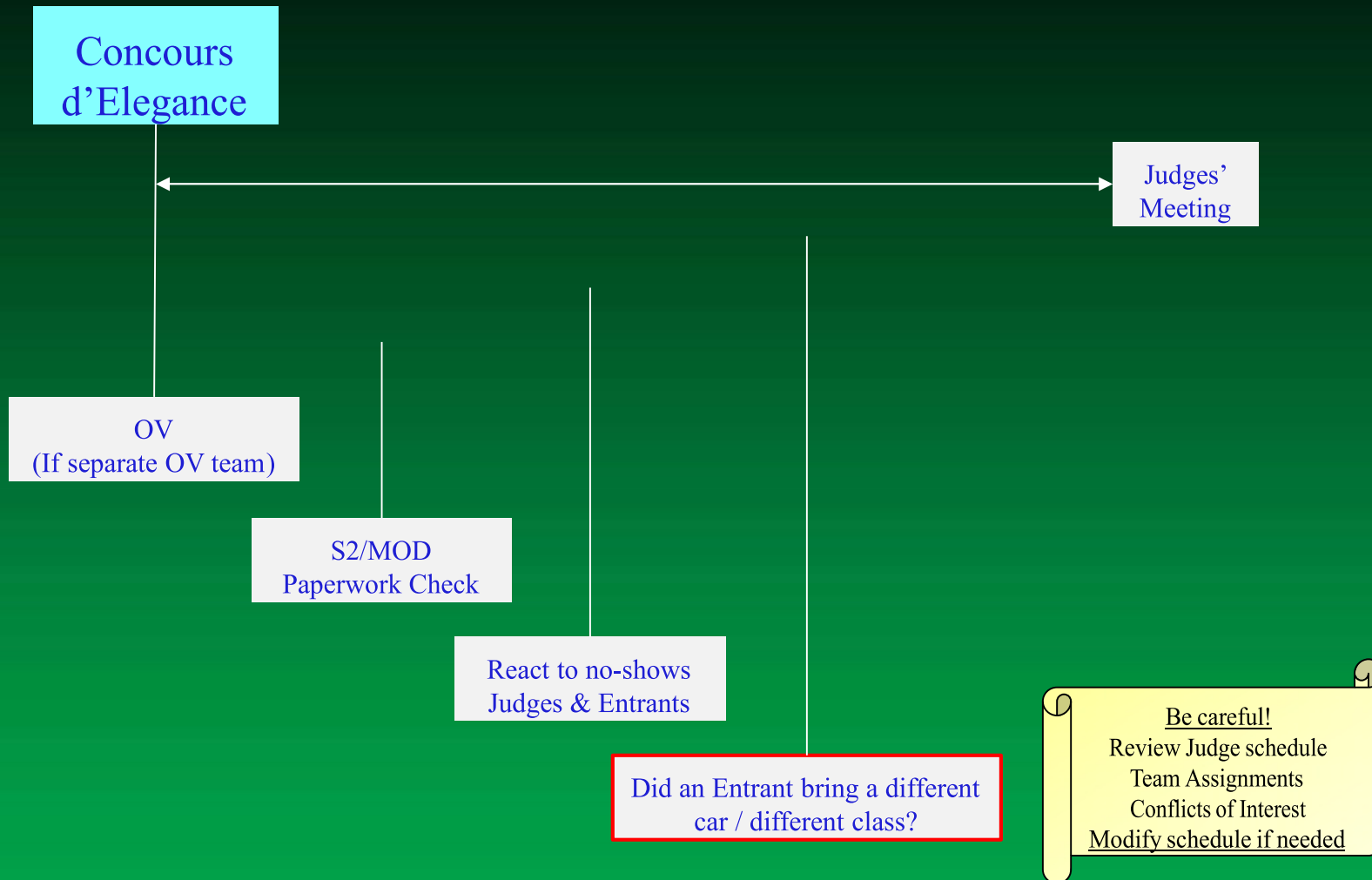
<21 days

<21 days

- Ensure all Judges are Certified!
- Ensure consistency of items judged!
- Check for Conflicts of Interest!
- Be careful if an entry changed!

- Ensure same Judges on Same Class!

Concours d'Elegance "Workflow" Prior to "Rags Down"



Judges' Meeting

This does not replace the Judge's School and will not qualify anyone for certification currency

- ❑ Make sure all Judges are present
- ❑ Review of any rule changes or updates for the current competition year.
- ❑ Assign Team Leads and Team members along with Apprentice assignments.
- ❑ Distribute class assignments.
- ❑ Distribute clipboards and pencils to each Judge.
- ❑ Ensure that each team lead has at least one current Rule Book for reference.
- ❑ Ensure that current JCNA Judge's Guides are available.
- ❑ Remind Judges to write legibly.
- ❑ Reminder to properly fill out the score sheet.
- ❑ Review of Judge's etiquette.....



Speaking of Etiquette...

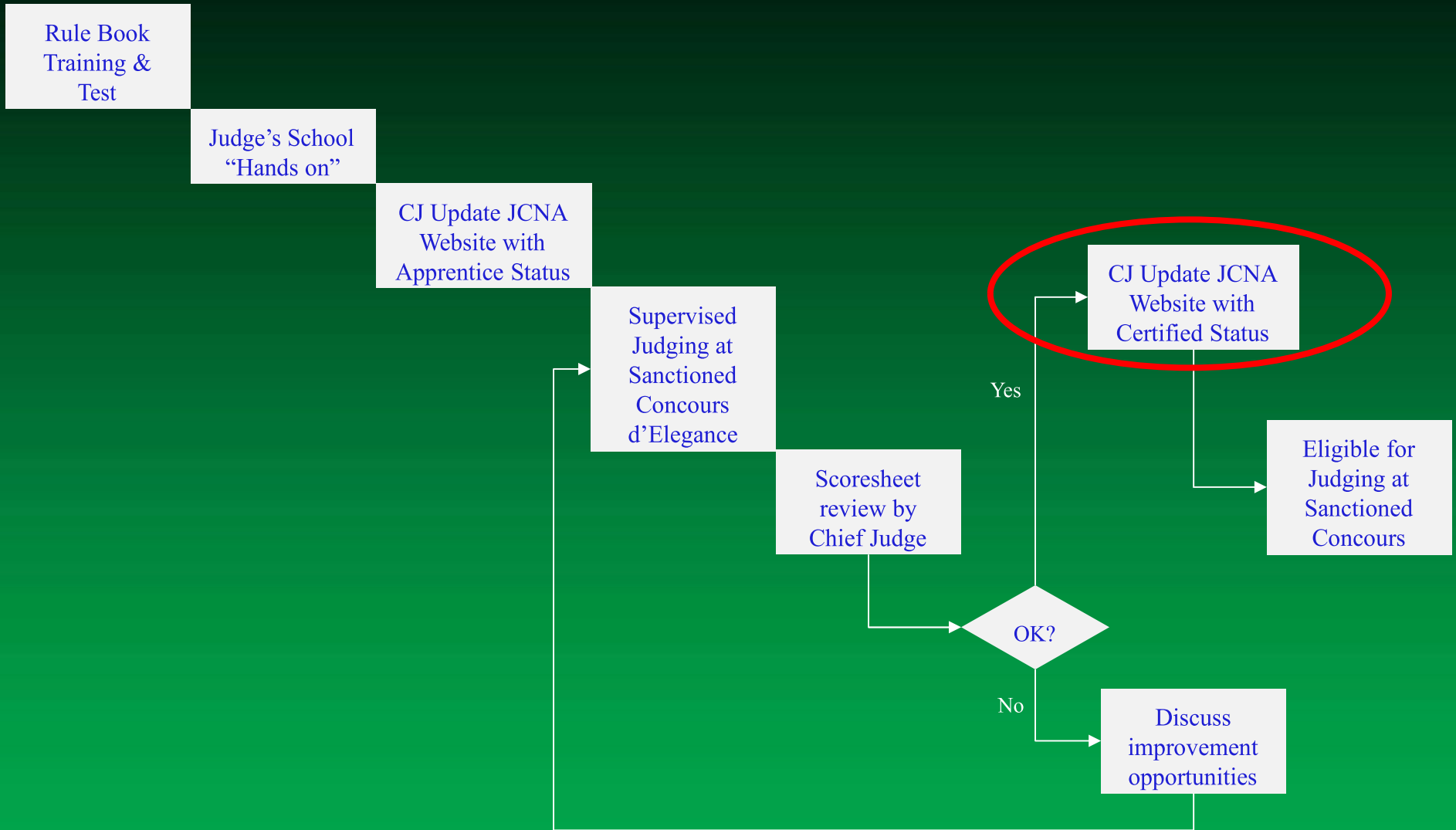
Judging in the 1980's – We've Come a Long Way!

We no longer allow sitting in the Entrant's Jaguar!

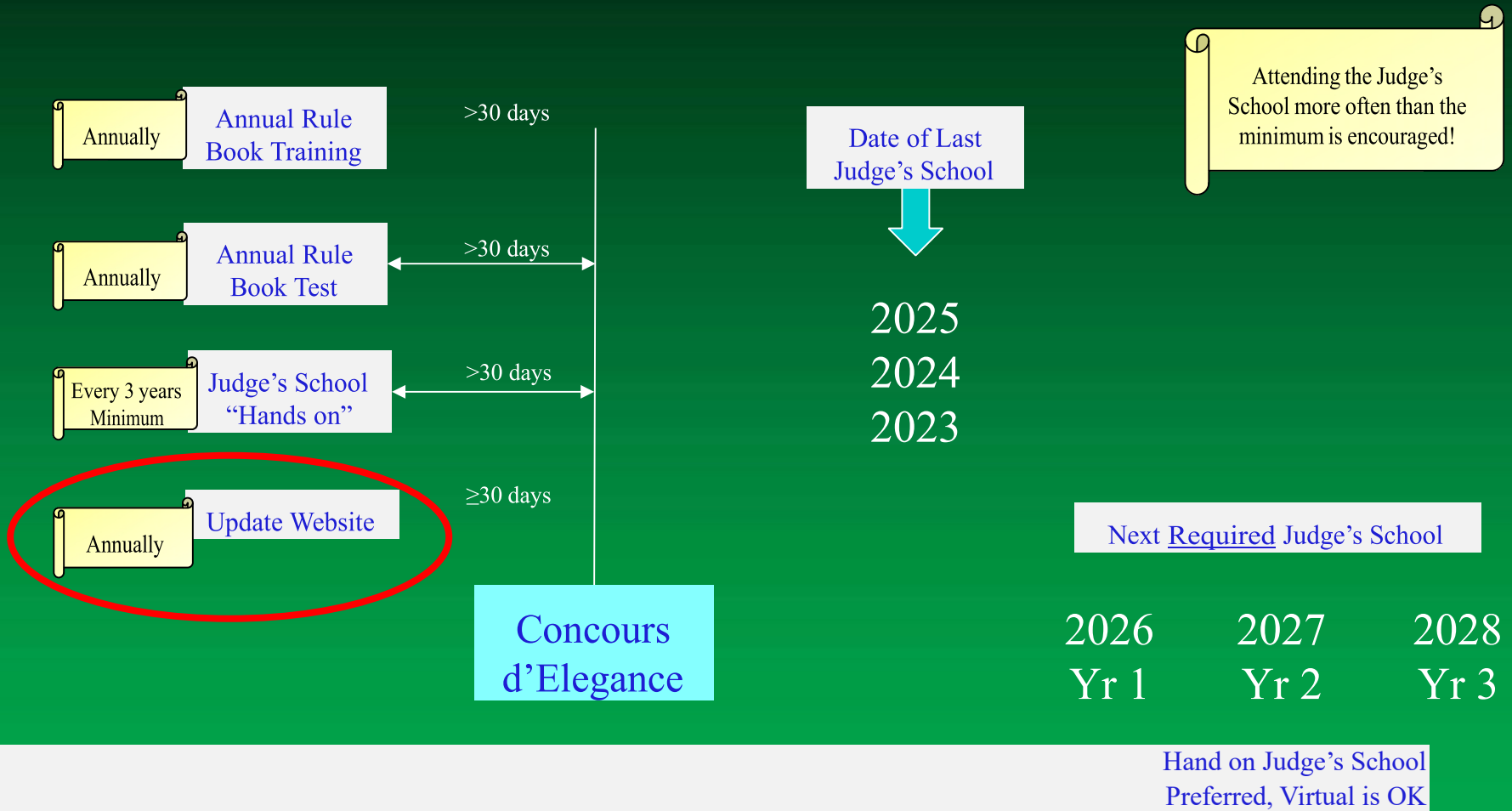


Photo credit: Dave Putnam

Apprentice Judges “Workflow” Initial Certification



Judge Recertification “Workflow”



Chief Judge (or designee) must maintain accurate records and update JCNA website

Guest Judges “Workflow”

This can be a real issue if your
Concours is early!
PLEASE PLAN ACCORDINGLY



Judge's School

- ❑ Chief Judge Should Hold Hands-On Judge's School
- ❑ If Hands-On not available, Virtual training is available on the JCNA website



Developing the Judges Schedule

- Aim for good expertise & balanced workload □

Timeslots that avoid conflicts

- more than one car judged by the same Judge at the same time
- or simultaneous judging and presenting

60th San Diego Jaguar Club Concours d'Elegance										
Concours Chair: Dave Allen										Chief Judge: Dave Allen
										Version 2024.07.10 07:00
Time Slot	Class C3/140 J: Rieth J: Loper J: Singmaster	Class C5/E1 J: Rieth J: Loper J: Singmaster	Class C6/E2 J: Allen J: Hawley J: Hradecky	Class C8/SLS J: Hawley J: Loper J: Zavos	Class C11/J8 J: Nighswonger J: Putnam J: Tilton	Class C13/JS J: Allen J: Zavos J: Tilton	Class C17/PN J: Hawley J: Loper J: Krefetz	Class C20/F J: Rummell J: Friel J: Tilton	Class C22/1 J: Putnam J: Hradecky	Class S1/PD J: Rummell J: Zavos J: Rieth
	Class D1/PRE J: Balta J: Webb, K	Class D2/E1 J: Balta J: Webb, K	Class D3/E2 J: Singmaster J: Krefetz	Class D7/XJ J: Balta J: Ellis	Class D11/XK J: Jensen J: Woolley	Class D14/FJ J: Ellis J: Friel	Class D15/F J: Rummell J: Friel	Class D16/P J: Rieth J: Allen	Class S2/MOD J: Nighswonger J: Zavos J: Ellis	Class S3/REP J: Nighswonger J: Webb, K J: Ellis
10:00-10:20	E: C3/140 O: Webb, K C: Maroon D: 1956 XK140 MC		E: C6/E2 O: Akins C: Silver D: 1969 E-Type 2+2		E: C11/J8 O: Yamamoto C: Sea Frost Green D: 2004 XJ8 VDP		E: D15/F O: Bennett C: Caldera Red D: 2017 F-Type			
10:20-10:40	E: D1/PRE O: Loper C: Pastel Green D: 1955 XK140 FHC		E: C6/E2 O: Daniel C: Primrose D: 1969 E-Type		E: C11/J8 O: Ellis C: Alpine Green D: 1999 XJ8 VDP		E: D15/F O: Medina C: White D: 2017 F-Type			
10:40-11:00							E: C20/F O: Werling C: Red D: 2015 F-Type	E: C22/1 O: Zavos C: Photon Red D: 2019 I-Pace	E: S3/REP O: Krefetz C: Racing Green D: 1959 XKSS	
11:00-11:20			E: C8/SLS O: Baumhelfer C: Black D: 1960 MkII		E: D14/FJ O: Lorentz C: Dk. Blue D: 2017 XE Sedan		E: D16/P O: Webb, M C: Amethyst D: 2023 F-Pace	E: C22/1 O: Petersen C: Red D: 2020 I-Pace		
11:20-Lunch		E: C5/E1 O: Krefetz C: Silver Grey D: 1965 E-Type OTS				E: C13/JS O: Ellis C: Topaz D: 1996 XJS Conv.				
12:40-13:00		E: D2/E1 O: Avery C: Dk. Blue D: 1965 E-Type OTS	E: D3/E2 O: Potash C: Pearl White D: 1968 E-Type		E: D11/XK O: Grimes C: Black D: 2008 XK Conv.					
13:00-13:20		E: D2/E1 O: Mensman C: Creme D: 1964 E-Type FHC	E: D3/E2 O: Avery C: Cream D: 1969 E-Type		E: D11/XK O: Friel C: Black D: 2013 XK Conv.				E: S1/PD O: Rooklidge C: Yellow D: 1955 D-Type	

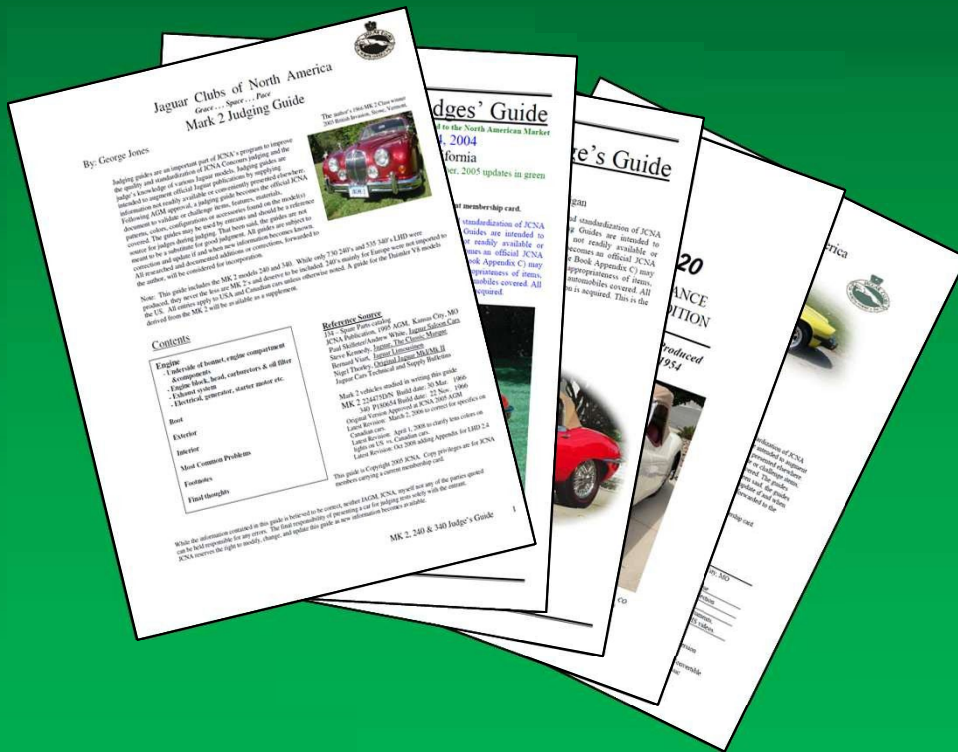
- Ideally keep classes concurrent to avoid “dust advantage”

13:20-13:40					E: D11XX O: Walter C: Saha Red D: 2011 XKR		E: C17PS O: Yamamoto C: Green D: 1965 S-Type 2.8		E: S1MOD O: Zhanowski C: Dr. Men Green D: 1968 E-Type
13:40-14:00				E: D7M O: Hawley C: Green D: 1989 X36 Saha	E: H11XX O: Bruckley C: Grey D: 2007 XKR				
E = Entry O=Owner C=Color D=Description J=Judge (First listed is team lead)									

- Avoid conflicts of interest
- Light load for Chief Judge to provide free time for oversight
- All Judges Certified!


Resources for the Concours

- Rule Books (One per team)
- Quick Reference Guides (One per judge)
- Judge's Guides (Mandatory)



Be VERY SURE to include one blank card stock page at the front and back of the Rule Book. If you do not, the cover will stick to the inside of the binder and ruin both the front page and the inside of the binder.

Certified Judge's Rule Book



**Official JCNA
Concours d' Elegance
Rule Book**
Includes
Organizing a Concours d'Elegance
For the Concours Chairperson
for the
2024
Concours Season
Replace This Inside Title Page Every Season

Edition 2024	Edition 2014	Edition 8.2 - 2005
Edition 2023	Edition 2013	Edition 8.1 - 2004
Edition 2022	Edition 2012	8th Edition - 2003
Edition 2021 NOT ISSUED	Edition 10.1 - 2011	7th Edition - 2001
Edition 2020 NOT ISSUED	Edition 10.0 - 2010	6th Edition - 1997
Edition 2019	Edition 9.0 - 2010	5th Edition - 1992
Edition 2018	Edition 8.0 - 2008	4th Edition - 1989
Edition 2017	Edition 8.0 - 2008	3rd Edition - 1989
Edition 2016	Edition 8.0 - 2008	2nd Edition - 1982/83
Edition 2015	Edition 8.0 - 2008	1st Edition - 1979/79

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2024 Quick Reference Field Deduction Guide
Judge's Guide for Scoring Non-Authenticity
(Non-Authenticity is not Judged in Special Division)
E. ITEMS COMMON TO ALL COMPONENT AREAS

For OV (Operational Vehicle) deductions, see Score Sheet #1.
Items listed in this section are common to all areas/components of the vehicle. The deductions apply to the listed items regardless of their relative size, quantity or location.

ITEM	Missing or wrong color, plastic, finish, material or configuration	Minimum deduction for each of the four components	NOTE
1. Misc. Latches, Clips & Hardware	0.50 ea.	4.0	
2. Nuts, Bolts, Screws & Washers	0.50 ea.	4.0	
3. Rubber Mounting Pads & Bushes	0.50 ea.	4.0	
4. Rubber Weather Strips	0.50 ea.	4.0	
5. Door Hinge and Seal Details	0.50 ea.	4.0	
6. Other, for items not otherwise listed	0.1 ea.	1.0	

F. EXTERIOR
Maximum deduction 200 points

ITEM	Not a factory color or a documented special-order color	NOTE
Paint Finish	200	a

Exterior Note:
Paint: No deduction for type of paint. Colors must be reasonably close to production standards for year and model. Metallic colors or two-tone color schemes must adhere to factory standards. Non-production colors must be documented by the car's JDIT certificate or an equivalent document, as having been an original color factory-applied to the Jaguar.

ITEM	Missing or wrong color, plastic, finish, material or configuration	Min. Deduct.	NOTE
1. Antenna	0	a	

EXTERIOR (cont'd)

ITEM	Missing or wrong color, plastic, finish, material or configuration	Min. Deduct.	NOTE
7. Back-up Light Assemblies	2.0 ea.		
8. Bumper & Endcap	10.0	b	
9. Bumper, V6, V8 & V12 Valances are excluded from inference.	—		
10. Bumper, V6, V8, V12	0.5 ea.		
11. Bumper (Base Structure only)	10.0	c	
12. Bumper, V6, V8, V12	2.0 ea.		
13. Bumper, V6, V8, V12	2.0 ea.		
14. Chrome-Body Trim/Edge Molding	0.5 ea.		
15. Chrome-Body Trim/Edge Molding	0.5 ea.		
16. Chrome-Body Trim/Edge Molding	0.5 ea.		
17. Chrome-Body Trim/Edge Molding	0.5 ea.		
18. Chrome-Body Trim/Edge Molding	0.5 ea.		
19. Chrome-Body Trim/Edge Molding	0.5 ea.		
20. Chrome-Body Trim/Edge Molding	0.5 ea.		
21. Chrome-Body Trim/Edge Molding	0.5 ea.		
22. Chrome-Body Trim/Edge Molding	0.5 ea.		
23. Chrome-Body Trim/Edge Molding	0.5 ea.		
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32. Chrome-Body Trim/Edge Molding	0.5 ea.		
33. Chrome-Body Trim/Edge Molding	0.5 ea.		
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64. Chrome-Body Trim/Edge Molding	0.5 ea.		
65. Chrome-Body Trim/Edge Molding	0.5 ea.		
66. Chrome-Body Trim/Edge Molding	0.5 ea.		
67. Chrome-Body Trim/Edge Molding	0.5 ea.		
68. Chrome-Body Trim/Edge Molding	0.5 ea.		
69. Chrome-Body Trim/Edge Molding	0.5 ea.		
70. Chrome-Body Trim/Edge Molding	0.5 ea.		
71. Chrome-Body Trim/Edge Molding	0.5 ea.		
72. Chrome-Body Trim/Edge Molding	0.5 ea.		
73. Chrome-Body Trim/Edge Molding	0.5 ea.		
74. Chrome-Body Trim/Edge Molding	0.5 ea.		
75. Chrome-Body Trim/Edge Molding	0.5 ea.		
76. Chrome-Body Trim/Edge Molding	0.5 ea.		
77. Chrome-Body Trim/Edge Molding	0.5 ea.		
78. Chrome-Body Trim/Edge Molding	0.5 ea.		
79. Chrome-Body Trim/Edge Molding	0.5 ea.		
80. Chrome-Body Trim/Edge Molding	0.5 ea.		
81. Chrome-Body Trim/Edge Molding	0.5 ea.		
82. Chrome-Body Trim/Edge Molding	0.5 ea.		
83. Chrome-Body Trim/Edge Molding	0.5 ea.		
84. Chrome-Body Trim/Edge Molding	0.5 ea.		
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89. Chrome-Body Trim/Edge Molding	0.5 ea.		
90. Chrome-Body Trim/Edge Molding	0.5 ea.		
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97. Chrome-Body Trim/Edge Molding	0.5 ea.		
98. Chrome-Body Trim/Edge Molding	0.5 ea.		
99. Chrome-Body Trim/Edge Molding	0.5 ea.		
100. Chrome-Body Trim/Edge Molding	0.5 ea.		

JCNA Concours Rule Book - 2024 Edition Quick Reference - Page QR-1

□ Approved Technical Seminars (Mandatory)

Approved Judging Guides

- Current Versions – MANDATORY □
- Check Your Club Library is up-to-date

**Table C-2 JCNA Official Judges' Guides
for Validating Feature and Component Authenticity**

JCNA OFFICIAL JUDGING GUIDES ¹	CURRENT EDITION ²
XK120	Third Edition, March 2020
Mark 2	Original, February 2005, updated 2008
Series 1 E-Type	Original, March 2003, updated June 2013
Series 1.5 E-Type	Original, March 2006
Series 2 E-Type	Original, March 2004, updated April 2006
Series 3 V-12 E-Type	Original, March 2007, updated May 2007
XJS - 1976 – 1991	Original, March 2007, updated May 2010
Air Conditioning 1955-1971	Original, March 2008
Air Conditioning Appendix A	Original, March 2008

Approved Technical Seminars

- Current Versions – MANDATORY □
- Check Your Club Library is up-to-date

Table C-3

JCNA Seminar Technical Bulletins

Only that bulletin content, which quotes or copies information from the Jaguar Cars documents, listed in Table C-1, is permitted for validating feature and component authenticity.

JCNA SEMINAR/TECHNICAL BULLETINS	ISSUE DATE
XK120	1989, 1998, 2000
XK140	1992
XK150	1993
MK II SEDAN	1995
BIG SALOONS MK VII, VIII, IX	1999
S-TYPE & 420 SEDANS	1996
SERIES 1 XJ6 & XJ12	1991
E-TYPE SERIES 1 3.8 & 4.2	1994
E-TYPE SERIES 2	1997
E-TYPE SERIES 3	1990

Overseeing Events On The Day

- ❑ Judging Schedule for Chief Judge should provide “free time” to enable oversight
- ❑ Check score sheets regularly
- ❑ Resolve any issues as they arise
- ❑ Check Scoresheets prior to Awards Announcements



Scrutineering – 1

Scrutineering – 2

Scrutineering – 3

RECOMMENDATION
Store Sheets by Class
Confirm Same Judges

Page #3 (Interior) Boot
Rows 28 through 42 are not judged in Driven Division



JAGUAR CLUBS OF NORTH AMERICA, INC.

Official Concours d'Elegance Judging Score Sheet #3

ENTRY # Entry Number? ENTRANT'S JCNA #: Entrant JCNA #
 DATE: Date ENTRANT'S NAME: Entrant Name
 JUDGE'S NAME: Judge Name JUDGES JCNA NUMBER: Judge JCNA #

Entrant or family member is present **Checked?** **Bold Boxes are for Score Keepers Use Only**

Enter deduction digits on both sides of decimal point: e.g. 0.1, 1.0 Mark unused location with a -- or / for the whole section

INTERIOR

Woodwork, Vinyl & Leather (except seats)	Min Deduct	Max Deduct		
Deductions Must be between min and max	0.5	11		
	0.5	11		
	0.5	11		
4 Poor fit	0.5	11		
5 Cleanliness	0.1	16		

Headliner, Underside of Hood, Door Panels & Arm Rests

	Min Deduct	Max Deduct		
Deductions Must be between min and max	0.5	10		
	0.3	9		
	0.5	9		
9 Cleanliness	0.1	12		

Door Jambs, Sills, Shut & Hinge

Faces, Rubber Seals, & Wire Conduits	Min Deduct	Max Deduct		
Deductions Must be between min and max	0.2	6		
	0.2	5		
	0.2	5		
	0.2	5		
14 Cleanliness	0.1	12		

Carpets

	Min Deduct	Max Deduct		
Deductions Must be between min and max	0.2	10		
	0.2	9		
	0.1	9		
18 Cleanliness	0.1	12		

Hardware, Steering Wheel, & Instruments
(XK 120 Batt - Champ. & Spec. Divs. Only)

	Min Deduct	Max Deduct		
Deductions Must be between min and max	0.1	9		
	0.2	9		
	0.2	10		
22 Delaminated/dented	0.2	10		
23 Cleanliness	0.1	12		

Seats, Squabs & Belts

	Min Deduct	Max Deduct		
Deductions Must be between min and max	0.2	14		
	0.2	14		
	0.2	14		
27 Cleanliness	0.1	28		

BOOT (Champion & Special Divisions) **Not in Driven**

Paint, Side Panels, Mats, Carpet, Battery	Min Deduct	Max Deduct		
Deductions Must be between min and max	0.1	7		
	0.2	7		
	0.3	7		
31 Corrosion/pitted/rusted	0.2	7		
32 Cleanliness	0.1	26		

Tools, Tool Box/Pouch, Manual, Spare Cover

	Min Deduct	Max Deduct		
Deductions Must be between min and max	0.2	7		
	0.2	5		
	0.2	5		
36 Cleanliness	0.1	5		

Spare Wheel & Tire

	Min Deduct	Max Deduct		
Deductions Must be between min and max	0.1	2		
	0.1	2		
	0.2	2		
	1.0	2		
42 Cleanliness	0.1	8		

MISSING OR NON-AUTHENTIC ITEMS

(Champion and Driven Divisions Only)				
Not in Special				
If the judge identified a non-authentic item, the entrant must initial acknowledgement Legible? (Judge must enter the deduction)				
Deducts for missing or non-authentic items must be initialed by the Entrant or Family member				

Condition & Cleanliness Deduction Locations

Referencing the numbered boxes, list and describe the top 3 or more condition and cleanliness deductions. If C&C deductions are made, this section should not be left blank.

If there are any deductions, this box should help owner identify the issue. Check for clarity and legibility				
---------------------------------------------------------------------------------------------------------------------	--	--	--	--

Total Interior/Boot Deductions

Confirm any deduction greater than 2.0

JCNA Concours Rule Book – 2026 Edition Score Sheet - Page 3

Return to Team Leader or CJ if any queries on any sheet

Scrutineering – 4

JCNA Philosophy of Judging

Judging to the Standard

In order for Concours scores to be meaningful in establishing North American competition standings, Judges throughout North America must judge each JCNA Concours Entry on the basis of a recognized standard.

- “The Entry’s configuration and condition shall be as it was officially documented or intended to have left the factory.”
- Subsequent changes must have Jaguar Factory authorized documentation

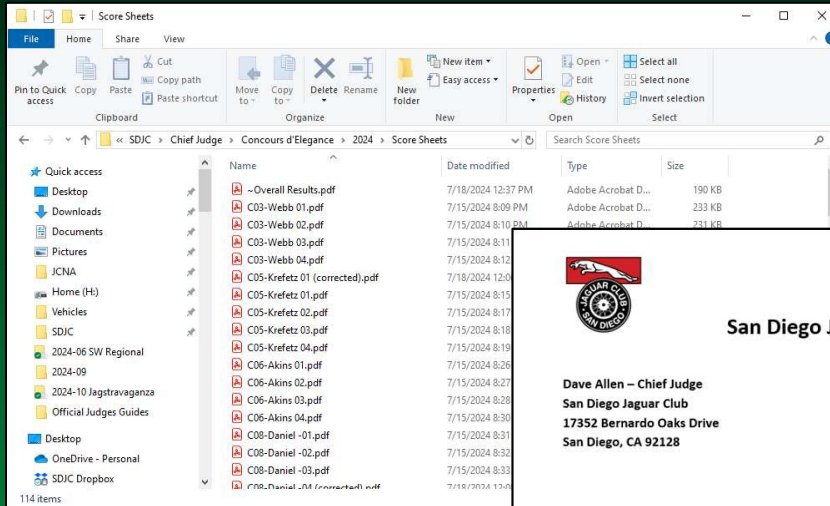
Concours d'Elegance “Workflow”

After the Concours

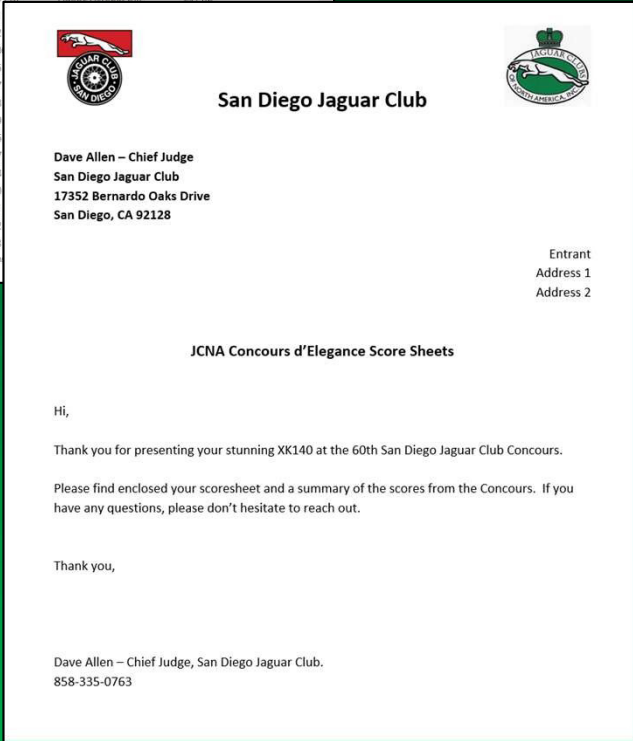
Concours d'Elegance

Mail scoresheets to Entrants

<21 days



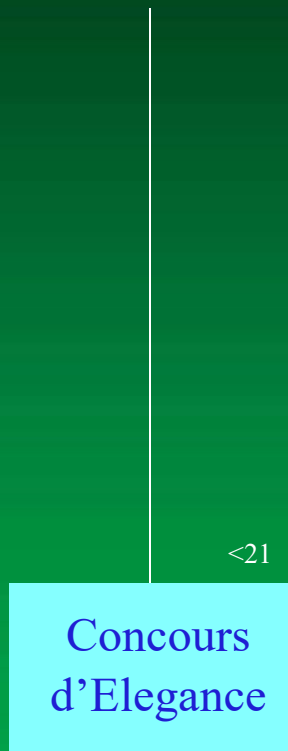
Timely close-out provides C&C feedback for Entrants. Helpful when competing for Regional or North American Awards



- Review Scoresheets again
- Update results if required
- Trophy swaps are not fun – best avoided!
- Keep copies for club records

Concours d'Elegance "Workflow"

After the Concours



CONCOURS RESULT

MASTER REPORT

Event Name: San Diego Jaguar Club 60th Annual Concours d' Elegance
 Event Date: Sat, Jul 13, 2024
 Type: Concours
 Location: Spanish Landing Park 3600 North Harbor Drive, San Diego, CA 92101

Club: San Diego Jaguar Club (SW03)
 Chairperson: Dave Allen (Chief Judge)
 Chairperson Email: Concours@sdjagclub.com
 Chairperson Phone: 858-335-0763

Class	Entrant Name	Specific Member	Member	Car Description	Score
C3/140: XK 140 (1955-57)	Keith Webb	Keith Webb	SW04-56130J	1956 XK140 MC OTS, Maroon	99.320
C5/E1: E-Types, Series 1 (1961-67)	Tom and Debbie Krefetz	Tom Krefetz	SW03-16932J	1965 E-Type OTS, Opalescent Silver Grey	99.930
C6/E2: E-Types, Series 1.5 (1968) and Series 2 E-Types (1968-71)	Jan Daniel and Jimmie Singmaster	Jan Daniel	SW03-62920J	1969 E-Type OTS, Pale Primrose	99.600
C6/E2: E-Types, Series 1.5 (1968) and Series 2 E-Types (1968-71)	Bob Atkins	Bob Atkins	SW03-68710	1969 E-Type 2+2, Silver	98.980
C11/18: XJ6/R Sedans (X308) (1998-2003), XJ6/R Sedans (X350 Alloy) (2004-2009)	Brain and Lisa Ellis	Brain Ellis	SW03-69210	1999 Vanden Plas Sedan, Avignon Green	99.930

days

Mail
scoresheets
to Entrants

Enter Scores
and Judges on
JCNA Website

- Add Entrants and scores
- Add Judges assignments
- Include apprentices
- Add Display for completeness

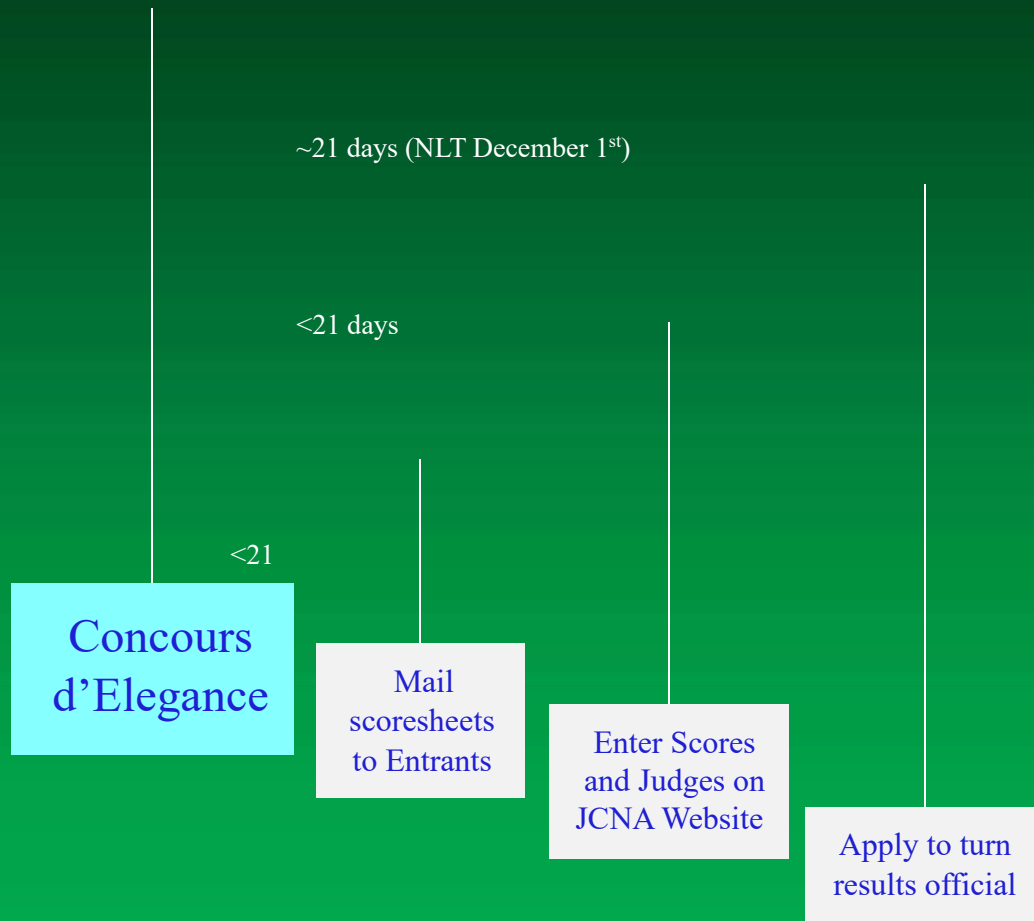
<21 days

SELF CHECK

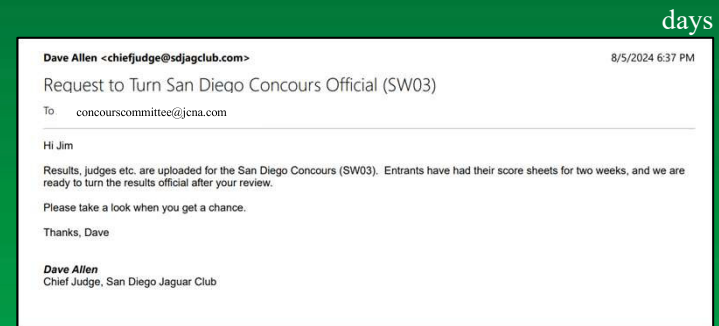
- Scores “Make Sense”
 - Champion Division ~ 100
 - Driven Division ~ 10
 - Special Division ~ 10
- Correct #Judges
 - 3 for Champion Division (Except 2 for C 22)
 - 2 for Driven Division
 - 3 for Special Division

Concours d'Elegance "Workflow"

After the Concours



Email to Concours Committee Chair



Concours in November? Please note December 1st deadline

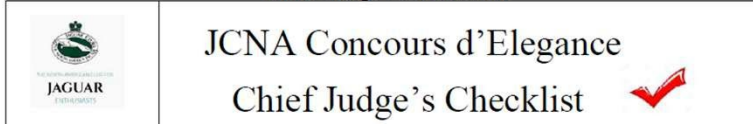
What Happens If There's a Protest?

- The Protest Committee Charter (III-9, P5):
 - Authenticity Issues
 - Judging Procedures
 - Administrative Concerns
 - The protest committee cannot change a deduction by a Judge if a rule was not broken.
- If the protest 'has legs' – the Protest Committee will reach out to the Club Chief Judge for awareness.
- This may lead to score corrections, position corrections, trophy swaps
- If the Concours is already official, The Concours Committee Chair may be required to turn the results back to provisional prior to corrections.

Chief Judge Will Be Aware If There's a Solid Protest

JCNA CJ Check List – Appendix G

Appendix G Chief Judge's Check List



This list is not meant to be all encompassing, but as a means to facilitate the responsibilities of a Chief Judge.

The Rule Book is the master document and takes precedent over anything contained here.

- Within 1 year, but no less than 4 months prior to the planned Concours event date, review Certified Judges status for Training and Testing. A minimum of 3 currently Certified Judges are required for JCNA sanctioning.
- Within 1 year, but no less than 4 months prior to the planned Concours event date, make sure the Concours Chairperson has the Concours event posted on the JCNA website and sanctioning has been applied for. Sanction approval requires a minimum of 3 currently Certified Judges.
Note: The Apply for Sanction box is required to be selected in order for the event to be properly reviewed.
- Within 1 year, but no less than 4 months prior to the Concours event, review certification status of all current and non-current Judges as listed on the JCNA website to reasonably assess expected requirement for Judges for the event.
Note: A Judge's School and Certified Judge Testing is required to be held no less than 30 days prior to the date of the event with a review by the Chief Judge no less than 14 days prior to the event allowing time for the Chief Judge to select an alternate Judge to replace the Judge that is out of certification.
- Within 1 year, but no less than 4 months (recommended) prior to the Concours event, canvas club membership for any members that are potentially interested in becoming Apprentice Judges.
- Within 4 months (recommended) of the Concours event, coordinate for due diligence on certification currency of Judges potentially attending from other JCNA affiliate clubs.
- Within 4 months (recommended) of the Concours event, schedule the annual Judge's School and Certified Judge Testing and coordinate for those taking the Judge's Test to become certified remotely on an individual basis due to scheduling challenges.
- Within 30 days of the Concours event, all Judge's School and Testing should be updated on the JCNA website and a recommended email should go to the Concours Committee Chairperson at CC@JCNA.com.
- Within 14 days (recommended) of the Concours event, coordinate with the Concours event Registrar to obtain the number of Entrant registrations and classes containing those Entrants. Determine the expected minimum number of Judges and teams required for registered Entrants. Follow up until close of registration.
- Within 24 hours (recommended) of the Concours event, prepare a Judges' briefing covering highlights of new rule changes for the current year and review of judging etiquette. This does not replace the Judge's School and will not qualify anyone for certification currency.
- Within 24 hours (recommended) of the Concours event, using the Judges' Team assignment sheet from the Rule Book, prepare the individual teams according to the following rules:
 - Championship Division requires minimum of 3 Certified Judges per team.
 - Driven Division requires minimum of 2 Certified Judges per team.

Appendix G – Chief Judge's Check List
JCNA Concours Rule Book – 2024 Edition

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- Apprentice Judges are not allowed to act as a Certified Component Judge and are to shadow a Certified Team member.
- Determine how OV (Operation Verification) will be performed – Separate team or when judged.
- Prior to the commencement of judging, a review must be conducted of photos and documentation for Special Classes S1, S2 & S3 to ensure the Entrant is duly qualified for that class and sign off on the form.
- Prior to the Judges taking the field, conduct a Judge's briefing and complete the following:
 - Review of any rule changes or updates for the current competition year.
 - Assign Team Leads and Team members along with Apprentice assignments.
 - Distribute class assignments.
 - Distribute clipboards and pencils to each Judge.
 - Ensure that each team lead has at least one current Rule Book for reference.
 - Ensure that current JCNA Judge's Guides are available to all team members during the concours.
 - Remind Judges to legibly write, the Judge's Name, JCNA Number and numerical point values.
 - Review of Judge's etiquette and remind Judges not to physically touch an entrant's vehicle.
 - Remind Judges of how to properly fill out the score sheet, including no section totals.
- The Chief Judge must confer with the "scoring review team" to determine if any class score sheet issues are unaccounted for prior to dismissing the judging teams from the competition field. If any issues remain, they should be addressed with the correct assigned judging team immediately.
- The Chief Judge must review scoring totals from the "scoring review team" for all classes prior to awarding trophies.
- At the completion of Judging, use the Master Concours Report Sheet from the Rule Book to compile the event results.
- Within 21 days of the completion of the Concours event, post the Entrant scores and the Judging assignments on the JCNA website.
- Within 21 days of the completion of the Concours event, mail the score sheets to the Entrants. It is recommended that a paper or digital copy be retained by the club for future reference.
- Once the Concours is concluded, and both Entrant scores and Judging assignments have been posted on the JCNA web site, send an email to the Concours Committee Chairperson at CC@JCNA.com and request a results review. Be sure to include information on any potential protests that are pending review by the Protest Committee as these may require an update of an Entrant's currently recorded score.
- Be prepared to coordinate with the Concours Committee Chairperson and respond to questions on posted results or potential rule violations.

It is expected that a Chief Judge has a solid understanding of the process and procedure involved in judging a JCNA Concours event.

Should there be any questions or further clarification required please email the Concours Committee Chairperson at CC@JCNA.com.

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Q&A – Discussions?



End of Presentation

Thank you for your attention