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SECTION A: ACCREDITATION AND UPGRADES

1. OVERVIEW

1.1. Obtaining an Officials Accreditation

- 1.1.1. To obtain an Officials accreditation, the applicant must:
- Be at least 16 years of age to act in an operational official role and/or be granted a Level 1 Operational Official accreditation.
 - Be at least 18 years of age to act in an official role and/or be granted an Officials accreditation for any official role that requires specific accreditation.
 - Successfully complete the “online” MA accredited Level 1 Operational Officials training course
 - Successfully complete all required on-site training and competency assessments
 - Successfully complete any RCB provided training courses and any online Sport Integrity e-learning courses as may be required by the RCB at the time of the application, relevant to the accreditation being requested.
 - Where relevant, obtain a Working With Children Check and/or Child Protection Declaration/Suitability Card to satisfy State/Territory legislation requirements.
 - Complete all required sections of the Officials Application Form and submit application via www.ridernet.com.au or for Levels 1 to 3 accreditation to relevant State Controlling Body (SCB) or to Motorcycling Australia (MA) for Level 4 accreditation.

1.2. Upgrade an Officials Accreditation

- 1.2.1. To upgrade an Officials accreditation, the official must:
- Hold the level immediately below the relevant accreditation that is being considered for upgrade.
 - Show record of assisting as a “Trainee” or acting (as appropriate) in the specific official role.
 - Successfully pass a competency assessment while training or acting in the role (as appropriate) that is being considered for upgrade.
 - Attend any refresher and/or training course or complete any online Sport Integrity e-learning course as may be required by the RCB at the time of the upgrade application
 - Be endorsed for the upgrade by the RCB.
 - Submit application for upgrade via www.ridernet.com.au or for Levels 1 to 3 accreditation to relevant State Controlling Body (SCB) or to Motorcycling Australia (MA) for Level 4 accreditation.

2. OPERATIONAL OFFICIAL

2.1. Roles

- 2.1.1. For the purpose of accreditation, an Operational Official may be accredited in any discipline in the following roles; Marshals, Timekeepers, Eligibility Technical Officers*, Judges, Observers, Handicappers, Starters, and Final Control Officials.
- 2.1.2. Although Measurers and Sound Control Officers were previously their own accreditations/endorsements, from 2024, the training and requirements have been incorporated into the Technical Officer pathway.

2.2. Level 1 Operational Official - All Disciplines

- 2.2.1. To become an accredited Level 1 Operational Official in all disciplines:
- Applicant must have successfully completed the “online” MA accredited Level 1 Operational Officials training course
 - All Level 1 Operational Official applications are processed by Ridernet.
- 2.2.2. Level 1 is only available for the Marshal role, all other operational roles must progress to level 2 for specific role accreditation.

2.3. Level 2 Operational Official - All Disciplines

- 2.3.1. Prior to applying for the upgrade, the applicant must:
- Have current Level 1 Operational Officials accreditation.
 - Show record of assisting as a “Trainee” in the specific official role at a minimum of one meeting.
 - Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.
- 2.3.2. All Level 2 upgrade applications are reviewed by the SCB administration.

2.4. Level 3 Operational Official - All Disciplines

- 2.4.1. Prior to applying for the upgrade, the applicant must:
- Have current Level 2 Operational Officials accreditation in the discipline and role nominated for upgrade.
 - Show record of:

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- i) Acting in the specific Officials role at a minimum of two meetings or
 - ii) Assisting as "Trainee" in the specific Officials role at a minimum of one open or National championship meeting.
- c) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

2.4.2. All Level 3 upgrade applications must be reviewed and endorsed by the SCB prior to processing.

2.5. Level 4 Operational Official - All Disciplines

2.5.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 3 Operational Officials accreditation in the discipline and role nominated for upgrade.
- b) Show record of:
- c) Acting in the specific official role at a minimum of two "open" meetings or
- d) Assisting as "Trainee" in the specific official role at a minimum of one National championship meeting.
- e) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

2.5.2. All Level 4 upgrades must be reviewed and endorsed by the SCB Officials Review Panel and approved by the MA National Officials Committee, prior to processing.

3. TECHNICAL OFFICER (formally SCRUTINEER)

Officials requiring Technical Officer accreditation must complete the following:

3.1. Trainee Technical Officer - All Disciplines

"Trainee" is the accreditation awarded to a person who has successfully completed an MA accredited Technical Officer training which enables them to participate as a Trainee at events, as they acquire the necessary practical experience and when ready, to be assessed for competency, for upgrading to L2, where they may be appointed to the role for events.

3.1.1. To become an accredited Trainee Technical Officer:

- a) Applicant must have successfully completed the "online" MA accredited Level 1 Operational Officials training course
- b) Applicant must have successfully completed an MA accredited Level 2 Technical Officer training.

3.2. Level 2 Technical Officer - All Disciplines

3.2.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 1 Operational Officials accreditation.
- b) Have successfully completed MA accredited Level 2 Technical Officer training.
- c) Show record of assisting as a "Trainee" in the Technical Officer role at a minimum of one meeting, after attending the training.
- d) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

3.2.2. All Level 2 upgrades are reviewed by the SCB administration prior to processing.

3.3. Level 3 Technical Officer - All Disciplines

3.3.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 2 Technical Officer accreditation in the discipline and role nominated for upgrade.
- b) Have successfully completed MA accredited Level 3 Technical Officer training.
- c) Show record of:
 - i) Acting in the Technical Officer role at a minimum of two meetings, OR
 - ii) Assisting as "Trainee" in the Technical Officer role at a minimum of one open or National championship meeting.
- d) Gained experience over a minimum of 12 months since obtaining a Level 2 Technical Officer.

e) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

3.3.2. All Level 3 upgrades must be reviewed and endorsed by the SCB Officials Review Panel, if applicable, or SCB administration prior to processing.

3.4. Level 4 Technical Officer - All Disciplines

3.4.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 3 Technical Officer accreditation in the discipline and role nominated for upgrade.
- b) Have successfully completed MA accredited Level 4 Technical Officer training.
- c) Show record of:

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- i) Acting in the Chief Technical Officer role at a minimum of two “open” meetings, or
Assisting as “Trainee” in the Technical Officer role at a minimum of one National championship meeting.
- d) Gained experience over a minimum of 12 months since obtaining a Level 3 Technical Officer.
- e) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

3.4.2. All Level 4 upgrade applications must be reviewed and endorsed by the SCB Officials Review Panel, if applicable, or SCB administration and approved by the National Officials Committee, prior to processing.

4. RACE SECRETARY

Officials requiring Race Secretary accreditation must complete the following:

4.1. Trainee Race Secretary – All Disciplines

4.1.1. “Trainee” is the accreditation awarded to a person who has successfully completed MA accredited Race Secretary training which enables them to participate as a Trainee at events, as they acquire the necessary practical experience and when ready, to be assessed for competency, for upgrading to L2, where they may be appointed to the role for events.

4.1.2. To become an accredited Trainee Race Secretary:

- a) Applicant must have successfully completed the “online” MA accredited Level 1 Operational Officials training course
- b) Applicant must have successfully completed MA accredited Race Secretary training.

4.2. Level 2 Race Secretary - All Disciplines

4.2.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 1 Operational Officials accreditation.
- b) Have successfully completed MA accredited Race Secretary training to a Level 2 standard.
- c) Show record of assisting as a “Trainee” in the Race Secretary role at a minimum of one meeting, after attending the training.
- d) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

4.2.2. All Level 2 upgrades are reviewed by the SCB administration prior to processing.

4.3. Level 3 Race Secretary - All Disciplines

4.3.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 2 Race Secretary accreditation in the discipline and role nominated for upgrade.
- b) Show record of:
 - i) Acting in the Race Secretary role at a minimum of two meetings, or
 - ii) Assisting as “Trainee” in the Race Secretary role at a minimum of one open or National championship meeting.
- c) Gained experience over a minimum of 12 months since obtaining a Level 2 Race Secretary.
- d) If haven’t completed MA accredited Race Secretary training to a Level 3 standard, attend and successfully complete MA accredited Race Secretary training to a Level 3 standard.
- e) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

4.3.2. All Level 3 upgrades must be reviewed and endorsed by the SCB Officials Review Panel, if applicable, or SCB administration prior to processing.

4.4. Level 4 Race Secretary - All Disciplines

4.4.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 3 Race Secretary accreditation in the discipline and role nominated for upgrade.
- b) Show record of:
 - i) Acting in the Race Secretary role at a minimum of two “open” meetings, or
 - ii) Assisting as “Trainee” in the Race Secretary role at a minimum of one National championship meeting.

c) Gained experience over a minimum of 12 months since obtaining a Level 3 Race Secretary.

d) If haven’t completed MA accredited Race Secretary training to a Level 4 standard, attend and successfully complete MA accredited Race Secretary training to a Level 4 standard.

e) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

4.4.2. All Level 4 upgrades must be reviewed and endorsed by the SCB Officials Review Panel, if applicable, or SCB administration and approved by the National Officials Committee, prior to processing.

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5. CLERK OF COURSE

Officials requiring Clerk of Course accreditation must complete the following:

5.1. Trainee Clerk of Course – All Disciplines

5.1.1. “Trainee” is the accreditation awarded to a person who has successfully completed MA accredited Clerk of Course training which enables them to participate as a Trainee at events, as they acquire the necessary practical experience and when ready, to be assessed for competency, for upgrading to L2, where they may be appointed to the role for events.

5.1.2. To become an accredited Trainee Clerk of Course:

- a) Applicant must have successfully completed the “online” MA accredited Level 1 Operational Officials training course
- b) Applicant must have successfully completed MA accredited Clerk of Course training to a Level 2 standard.

5.2. Level 2 Clerk of Course - All Disciplines

5.2.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 1 Operational Officials accreditation.
- b) Have successfully completed MA accredited Clerk of Course training to a Level 2 Standard.
- c) Show record of assisting as a “Trainee” in the Clerk of Course role at a minimum of one meeting, after attending the training.
- d) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

5.2.2. All Level 2 upgrades are reviewed by the SCB administration.

5.3. Level 3 Clerk of Course- All Disciplines

5.3.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 2 Clerk of Course accreditation in the discipline and role nominated for upgrade.
- b) Show record of:
 - i) Acting in the Clerk of Course role at a minimum of two meetings or
 - ii) Assisting as “Trainee” in the Clerk of Course role at a minimum of one open or National championship meeting.
- c) Submit with the upgrade application, an acceptable standard CofC report from an event nominated for the upgrade.
- d) Gained experience over a minimum of 12 months since obtaining a Level 2 Clerk of Course.
- e) Show record of successfully participating in a MA accredited Clerk of Course and Steward/Referee refresher/training and passing with a Level 3 standard.
- f) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

5.3.2. All Level 3 upgrades must be reviewed and endorsed by the SCB Officials Review Panel, if applicable, or SCB administration prior to processing.

5.4. Level 4 Clerk of Course - All Disciplines

5.4.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 3 Clerk of Course accreditation in the discipline and role nominated for upgrade.
- b) Show record of:
 - i) Acting in the Clerk of Course role at a minimum of two “open” meetings, or
 - ii) Assisting as “Trainee” in the Clerk of Course role at a minimum of one National championship meeting.
- c) Gained experience over a minimum of 12 months since obtaining a Level 3 Clerk of Course.
- d) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.
- e) Submit with the upgrade application, an acceptable standard CofC report from an event nominated for the upgrade.
- f) Show record of participating in, and successfully passing all assessment requirements of the National Level 4 Clerk of Course and Steward/Referee training.

5.4.2. All Level 4 upgrades must be reviewed and endorsed by the SCB Officials Review Panel, if applicable, or SCB administration and approved by the National Officials Committee, prior to processing.

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6. STEWARD

Officials requiring Steward accreditation must complete the following:

6.1. Trainee Steward – All Disciplines

6.1.1. “Trainee” is the accreditation awarded to a person who has successfully completed an MA accredited Steward/Referee training which enables them to participate as a Trainee at events, as they acquire the necessary practical experience and when ready, to be assessed for competency, for upgrading to L2, where they may be appointed to the role for events.

6.1.2. To become an accredited Trainee Steward:

- a) Applicant must have current Clerk of Course accreditation.
- b) Gained experience over a minimum of 12 months since obtaining a Level 2 Clerk of Course.
- c) Applicant must have successfully completed an MA accredited Steward/Referee training to a Level 2 standard.

6.2. Level 2 Steward - All Disciplines

6.2.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 2 Clerk of Course Officials accreditation.
- b) Have successfully completed an MA accredited Steward/Referee training.
- c) Gained experience over a minimum of 12 months since obtaining a Level 2 Clerk of Course.
- d) Show record of assisting as a “Trainee” in the Steward role at a minimum of one meeting, after attending the training.
- e) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

6.2.2. All Level 2 upgrades are reviewed by the SCB administration.

6.3. Level 3 Steward - All Disciplines

6.3.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 2 Steward accreditation in the discipline nominated for upgrade.
- b) Show record of:
 - i) Acting in the Steward role at a minimum of two meetings or
 - ii) Assisting as “Trainee” in the Steward role at a minimum of one open or National championship meeting.
- c) Gained experience over a minimum of 12 months since obtaining a Level 2 Steward.
- d) Submit with the upgrade application, an acceptable standard Competition report from an event nominated for the upgrade.
- e) Show record of successfully participating in a MA accredited Clerk of Course and Steward/Referee refresher/training and passing with a Level 3 standard.
- f) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

6.3.2. All Level 3 upgrades must be reviewed and endorsed by the SCB Officials Review Panel, if applicable, or SCB administration prior to processing.

6.4. Level 4 Steward - All Disciplines

6.4.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 3 Steward accreditation in the discipline and role nominated for upgrade.
- b) Show record of:
 - i) Acting in the Steward role at a minimum of two “open” meetings, or
 - ii) Assisting as “Trainee” in the Steward role at a minimum of one National championship meeting.
- c) Gained experience over a minimum of 12 months since obtaining a Level 3 Steward.
- d) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.
- e) Submit with the upgrade application, an acceptable standard Competition report from an event nominated for the upgrade.
- f) Show record of participating in, and successfully passing all assessment requirements of the National Level 4 Clerk of Course and Steward/Referee training.

6.4.2. All Level 4 upgrades must be reviewed and endorsed by the SCB Officials Review Panel, if applicable, or SCB administration and approved by the National Officials Committee, prior to processing.

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7. SPEEDWAY REFEREE

Officials requiring Speedway Referee accreditation must complete the following:

7.1. Trainee Speedway Referee

- 7.1.1. "Trainee" is the accreditation awarded to a person who has successfully completed an MA accredited Steward/Referee training which enables them to participate as a Trainee at events, as they acquire the necessary practical experience and when ready, to be assessed for competency, for upgrading to L2, where they may be appointed to the role for events.
- 7.1.2. To become an accredited Trainee Speedway Referee:
- Applicant must have current Speedway Clerk of Course accreditation.
 - Gained experience over a minimum of 12 months since obtaining a Level 2 Speedway Clerk of Course.
 - Applicant must have successfully completed an MA accredited Steward/Referee training to a Level 2 standard.

7.2. Level 2 Speedway Referee

- 7.2.1. Prior to applying for the upgrade, the applicant must:
- Have current Level 2 Speedway Clerk of Course Officials accreditation.
 - Gained experience over a minimum of 12 months since obtaining a Level 2 Speedway Clerk of Course.
 - Have successfully completed an MA accredited Steward/Referee training to a Level 2 standard.
 - Show record of assisting as a "Trainee" in the Referee role at a minimum of one meeting, after attending the training.
 - Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.
- 7.2.2. All Level 2 upgrades are reviewed by the SCB administration.

7.3. Level 3 Speedway Referee

- 7.3.1. Prior to applying for the upgrade, the applicant must:
- Have current Level 2 Speedway Referee accreditation.
 - Show record of:
 - Acting in the Referee role at a minimum of two meetings, or
 - Assisting as "Trainee" in the Referee role at a minimum of one open or National championship meeting.
 - Gained experience over a minimum of 12 months since obtaining a Level 2 Referee.
 - Submit with the upgrade application, an acceptable standard Competition report from an event nominated for the upgrade.
 - Show record of successfully participating in a MA accredited Clerk of Course and Steward/Referee refresher/training and passing with a Level 3 standard.
 - Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.
- 7.3.2. All Level 3 upgrades must be reviewed and endorsed by the SCB Officials Review Panel, if applicable, or SCB administration prior to processing.

7.4. Level 4 Speedway Referee

- 7.4.1. Prior to applying for the upgrade, the applicant must:
- Have current Level 3 Speedway Referee accreditation.
 - Show record of:
 - Acting in the Referee role at a minimum of two "open" meetings, or
 - Assisting as "Trainee" in the Referee role at a minimum of one National championship meeting.
 - Gained experience over a minimum of 12 months since obtaining a Level 3 Referee.
 - Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.
 - Submit with the upgrade application, an acceptable standard Competition report from an event nominated for the upgrade.
 - Show record of participating in, and successfully passing all assessment requirements of the National Level 4 Clerk of Course and Steward/Referee training.
- 7.4.2. All Level 4 upgrades must be reviewed and endorsed by the SCB Officials Review Panel, if applicable, or SCB administration and approved by the National Officials Committee, prior to processing.

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8. RECREATIONAL SUPERVISOR

Officials requiring Recreational Supervisor accreditation must complete the following:

8.1. Trainee Recreational Supervisor

8.1.1. "Trainee" is the accreditation awarded to a person who has successfully completed MA accredited Recreational Supervisor training which enables them to participate as a Trainee at events, as they acquire the necessary practical experience and when ready, to be assessed for competency, for upgrading to L2, where they may be appointed to the role for events.

8.1.2. To become an accredited Trainee Recreational Supervisor:

- a) Applicant must have current Level 1 Operational Official accreditation.
- b) Applicant must have successfully completed an MA accredited Recreational Supervisor training via the Motorcycling Australia Learning Centre.

8.2. Level 2 Recreational Supervisor

8.2.1. Prior to applying for the upgrade, the applicant must:

- a) Have current Level 1 Operational Official accreditation.
- b) Have successfully completed an MA accredited Recreational Supervisor training.
- c) Show record of assisting as a "Trainee" in the Recreational Supervisor role at a minimum of one event, after attending the training.
- d) Successfully **pass a competency assessment** while acting in the role nominated for accreditation. The assessment will be conducted and documented by an accredited official conversant with the role.

8.2.2. All Level 2 upgrades are reviewed by the SCB administration.

8.2.3. Recreational Supervisors highest level of accreditation is Level 2.

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SECTION B: CRITERIA FOR RENEWING AN OFFICIAL'S ACCREDITATION

9. OVERVIEW

9.1. Renew an Official Accreditation

9.1.1. To renew an Officials accreditation, the official must:

- a) Provide proof of being active as an Official:

Being active generally means signing on for an official role at least four times over the 4-years that an official's accreditation is current. The record of participation is reviewed for Levels 1-3 by the relevant SCB and by MA for Level 4.

- b) Keeping up to date.

To ensure that officials remain up to date with current best practice and changes within our sport, all officials will be required to attend a State or National run "Refresher" training where the class curriculum will be tailored to suit the skill levels, roles and disciplines of the participants. Officials should aim to attend a refresher training before applying for their renewal and preferably within the last year of their 4-year accreditation.

- c) Successfully completing a competency assessment.

All Officials are required to participate in a "Competency assessment" over the course of their 4-year accreditation. This is usually done while acting in their most senior* role. Officials should contact their SCB to arrange a Competency Assessment before applying for their renewal and should, wherever possible, have it completed within the last 2 years of their 4-year accreditation.

9.2. Accreditation Tier

9.2.1. For the purpose of recording events in a Participation Journal or to provide verification for renewal, all accreditation is tiered by merit from; 1 = Highest, through to 6 = Lowest, as follows:

1. STEWARD/REFEREE or CLERK OF COURSE	ALL LEVELS 2-4
2. RACE SECRETARY	ALL LEVELS 2-4
3. TECHNICAL OFFICER	ALL LEVELS 2-4
4. RECREATIONAL SUPERVISOR	LEVEL 2 only
5. OPERATIONAL OFFICIAL	ALL LEVELS 1-4
6. OPERATIONAL OFFICIAL – MARSHAL	LEVEL 1 only

9.3. Officials with Multiple Accreditations

9.3.1. When renewing multiple accreditations, the "highest" active roles are acknowledged, thereby enabling all other "lower" roles to be automatically renewed at the same time.

For example; if an official had Clerk of Course, Technical Officer and Starter accreditation, and the official had been sufficiently active as a CofC in the previous four years, then, after submitting the CofC proof of participation with the renewal application, the official's Technical Officer and Starter accreditation would also be renewed at the same time.

On the other hand, if the same official had only been active as a Technical Officer, then the Technical Officer and Starter accreditation would be renewed, but the CofC accreditation would become inactive.*

9.3.2. Where an official is more active in some "lower" roles but still wishes to keep the "higher" accreditation, they must, as a minimum, assist in the "higher" role at least once in the four-year period.

For example, if the official has Steward, Clerk of Course, Race Secretary and Technical Officer accreditation and spends most of their time being a Race Secretary, then the Race Secretary can be renewed and the "higher" Race Secretary participation also covers off renewing the Technical Officer accreditation but the official would have to try and at least assist as Steward or CofC at one event to keep the Steward and CofC accreditation. If it has not been possible to assist as a CofC or Steward in the four-year period, then the CofC and Steward accreditation would become inactive.

9.3.3. To reinstate an accreditation made inactive,

- a) Within 12 months of accreditation being made inactive, the official must submit proof of having acted as an assistant in the role and level sought to be reinstated and successfully completing a competency assessment for that role at the event.

- b) If the accreditation was made inactive over 12 months, the official must first attend a MA accredited refresher training for the role, before submitting proof of having acted as an assistant in the role and level sought to be reinstated and successfully completing a competency assessment for that role at the event.

9.3.4. In providing the record of participation (Participation Journal) to support a renewal or reinstatement application, the Official should show all officials activities and competency assessments undertaken in the previous four-year period of the accreditation.

9.3.5. To renew accreditation, the minimum and highest record of participation (as listed in all criteria) must be recorded and provided with the renewal application.



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SECTION B: CRITERIA FOR RENEWING AN OFFICIAL'S ACCREDITATION

10. OFFICIALS – other than Level 4

10.1. Level 1 Operational Official

10.1.1. Renewing the Level 1 Operational Official accreditation requires the holder to:

- a) Complete the online Ridernet based, "Level 1 Operational Official – all disciplines" training course, before the 4-year accreditation expires.

10.2. Level 2 Official – All disciplines and roles other than Key Official

10.2.1. To renew a Level 2 official's accreditation, the holder must, before the 4-year accreditation expires, complete the following:

- a) Submit an application for L2 renewal via their member log-in on Ridernet at www.ridernet.com.au or submit a written application to their SCB. Applications must include proof of participation showing a minimum of 4 meetings of any level, where they have acted or assisted as an official in the highest* accredited role requested on the accreditation renewal application (for the definitive list, refer to the MA Officials Powers and Authorities document)
- b) Successfully complete a competency assessment while acting in the highest* role requested on the accreditation renewal application.

10.3. Level 3 Official- All disciplines and roles other than Key Official

10.3.1. To renew a Level 3 official's accreditation, the holder must, before the 4-year accreditation expires, complete the following:

- a) Submit an application for L3 renewal via their member log-in on Ridernet at www.ridernet.com.au or submit a written application to their SCB. Applications must include proof of participation showing a minimum of 4 meetings of any level, where they have acted or assisted as an official in the highest* accredited role requested on the accreditation renewal application. (for the definitive list, refer to the MA Officials Powers and Authorities document)
- b) Successfully complete any MA accredited Officials refresher/training course
- c) Successfully complete a competency assessment while acting in the highest* role requested on the accreditation renewal application

10.4. Level 4 Official - All disciplines and roles other than Key Official

10.4.1. To renew a Level 4 Operational Official's accreditation, the holder must, before the 4-year accreditation expires, complete the following:

- a) Submit an application for L4 renewal via their member log-in on Ridernet at www.ridernet.com.au or submit a written application to their SCB. Applications must include proof of participation showing a minimum of 4 meetings at open and/or National Championship level, where they have acted or assisted as an official in the highest* accredited role requested on the accreditation renewal application. (for the definitive list, refer to the MA Officials Powers and Authorities document)
- b) Attend and successfully complete any MA accredited Officials refresher/training course
- c) Successfully complete a competency assessment while acting in the highest* role requested on the accreditation renewal application

11. LEVEL 4 KEY OFFICIALS

11.1. Level 4 Technical Officer

11.1.1. To renew a Level 4 Technical Officer accreditation, the holder must, before the 4-year accreditation expires, complete the following:

- a) Submit an application for L4 renewal via their member log-in on Ridernet at www.ridernet.com.au or submit a written application to their SCB for endorsement. Applications must include proof of participation showing a minimum of 4 meetings at open and/or National Championship level, where they have acted or assisted as an official in the highest* accredited role requested on the renewal application. (for the definitive list, refer to the MA Officials Powers and Authorities document)
- b) Attend and successfully complete any MA accredited Officials refresher/training course
- c) Successfully complete a competency assessment while acting in the highest* role requested on the accreditation renewal application
- d) If not previously accredited as a Measurer or Sound Control Officer, complete Level 3 and 4 Technical Officer training.

11.2. Level 4 Race Secretary

11.2.1. To renew a Level 4 Race Secretary's accreditation, the holder must, before the 4-year accreditation expires, complete the following:

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- a) Submit an application for L4 renewal via their member log-in on Ridernet at www.ridernet.com.au or submit a written application to their SCB for endorsement. Applications must include proof of participation showing a minimum of 4 meetings at open and/or National Championship level, where they have acted or assisted as an official in the highest* accredited role requested on the renewal application. (for the definitive list, refer to the MA Officials Powers and Authorities document)
- b) Attend and successfully complete any MA accredited Officials refresher/training course
- c) Successfully complete a competency assessment while acting in the highest* role requested on the accreditation renewal application

11.3. Level 4 Clerk of Course and Steward/Referee

11.3.1. To renew a Level 4 CofC and Steward/Referee accreditation, the holder must, before the 4-year accreditation expires, complete the following:

- a) Submit an application for L4 renewal via their member log-in on Ridernet at www.ridernet.com.au or submit a written application to their SCB for endorsement. Applications must include proof of participation showing a minimum of 4 meetings at open and/or National Championship level, where they have acted or assisted as an official in the highest* accredited role requested on the renewal application. (for the definitive list, refer to the MA Officials Powers and Authorities document)
- b) Successfully complete a National Level 4 CofC and Steward/Referee Officials Training Seminar.
- c) Successfully complete a competency assessment while acting in the highest* role requested on the accreditation renewal application

12. SUPPLEMENTARY ENDORSEMENTS / ACCREDITATIONS.

12.1. Sound Control Officer (SO)

12.1.1. Sound Control Officer accreditation will be incorporated into Level 3 Technical Officer. A standalone endorsement/accreditation will not be issued from 2024.

12.1.2. It is a requirement that the official stays current with any modifications to the relevant regulations and/or attends revision workshops as required.

12.2. Measurer (ME)

12.2.1. Measurer accreditation will be incorporated into Level 4 Technical Officer. A standalone endorsement/accreditation will not be issued from 2024.

12.2.2. A Technical Officer can receive Recognition of Prior Learning by providing evidence to the RCB of relevant trade or engineering qualifications.

12.2.3. It is a requirement that the official stays current with any modifications to the relevant regulations.

12.3. Track Inspector (TI)

12.3.1. An endorsement achieved by successfully attending and passing a Track Inspector specific training course run by an SCB.

12.3.2. Accreditation is valid for 4 years from the date of issue.

12.3.3. It is a requirement that the official stays current with any modifications to the relevant regulations, changes in Track Standards and attends revision workshops as required.

12.4. Alcohol Testing Officer (ATO)

12.4.1. An endorsement achieved by successfully attending and passing an Alcohol Testing Officer specific training course.

12.4.2. Once acknowledged as competent, the accreditation is held concurrently with the Officials accreditation (minimum Level 1 Operational Official) and remains in place while the Officials accreditation is active.

12.4.3. It is a requirement that the official stays current with any modifications to the relevant regulations and/or attends revision workshops as required.

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13. COMPETENCY ASSESSMENT

13.1 Assessor

13.1.1. Assessors will be engaged for the purpose of assessing the competence of an official during the term of their accreditation and prior to the official applying for an upgrade or renewal of their accreditation.

The MA Officials Accreditation Assessors will be:

- A Steward at or above the level of accreditation an individual is seeking to obtain or renew i.e. Level 2 or above Steward when obtaining or renewing a Level 2 accreditation,
- When a Steward is seeking a competency assessment, the SCB will approve a competent Clerk of Course attending an event to conduct the competency assessment or provide another Steward to conduct the competency assessment.

Other Key Officials can conduct a Competency Assessment, under the prior written approval of the SCB, if that Key Official holds both the role and level the person being assessed is seeking.

Prior to completing your competency assessment, please contact your SCB to inform them of events you are attending and would like to be assessed at.

14. DOCUMENT CONTROL

14.1. Review

14.1.1. This policy will be reviewed annually and revised as needed.

14.2. Revision History

Version	Revision Date	Author(s)	Revision Notes
1.0	8/12/2020	P. Smith	New Document
1.1	15/02/2021	P. Harrison	Correction to section 5.3 (Level 3 CoC)
1.2	21/10/2022	P. Smith	Updated to reflect adaptation to Ridernet 2.0 and NOAS harmonization.
1.3	10/01/2024	T. Beech	Updated to reflect completion of NOAS harmonization and new training material.
1.4	6/02/2025	T. Beech	New accreditation added and update to time frames.

14.3. Further Information

14.3.1. Contact Motorcycling Australia 03 9684 0500



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