

WJI POLICIES AND PROCEDURES:

In order to ensure the safe-keeping, optimal condition and appropriate use of the Wisconsin Judo Inc. (WJI) CARE and Radio system, the Board of Directors (BOD) of WJI does hereby adopt the following *Policies and Procedures*. The below may, from time to time, be reviewed, changed, or modified at the direction of the BOD:

WJI CARE & Radio System:

DEFINITIONS:

- A. CARE – Computer Aided Replay, a video device system wherein video of competitive Judo contests are recorded and temporarily saved on the hard disk of the device, until deleted.
- B. NGB – National Governing Body.
- C. USA Judo – the NGB to which WJI is affiliated.
- D. WJI's Referee Committee Chairperson - the person appointed, on a yearly basis, following the Annual Membership Meeting, by the WJI President.
- E. WJI CARE and Radio custodian – the person appointed, on an annual basis, following the Annual Membership Meeting, by the WJI Referee Committee Chairperson to:
 - 1) Keep safe the WJI CARE and Radio system(s), and related items.
 - 2) Provide training regarding the use of the WJI CARE and Radio system.
 - 3) As needed, maintain the WJI CARE and Radio system.
- F. Radio, Two-way / walkie-talkies - a device that can transmit and receive audio communication. A push to talk button is often present to activate the transmitter.
- G. Intentional – The decision to bring about a prohibited consequence
- H. Protocol - A code of correct conduct.
- I. Propriety – The use (or nonuse) of the WJI CARE system, details or rules of behavior conventionally considered to be correct.
- J. *Quid pro quo* ("something for something") means an exchange of goods or services, where one transfer is contingent upon the other.

POLICIES:

- A. The President of WJI shall appoint the WJI Referee Chairperson.
- B. The WJI Referee Chairperson shall determine the use of the WJI CARE and Radios systems based upon WJI Procedures contained in this document.
- C. WJI's Referee Chairperson shall appoint the WJI CARE and Radio system custodian.
- D. The WJI CARE and Radio system custodian shall be responsible for the inventory, use, maintenance and instruction of the WJI CARE and Radio system.
- E. The WJI Referee Chairperson shall determine the use of the WJI CARE and Radio system, based on the WJI Procedures.
- F. The WJI CARE and Radio system custodian, in consultation with the WJI Referee Chairperson, shall hold authority for the propriety use of all WJI CARE recorded data.
- G. The WJI BOD shall establish the WJI CARE and Radio system utilization procedures consistent with current USA Judo & IJF standards.
- H. The WJI BOD shall establish a fee for the use of the WJI CARE and Radio system(s). The fee will be reviewed annually.

PROCEDURE:

- A. The WJI President shall appoint, at the Annual Membership Meeting, the Chairperson of the WJI Referee Committee.
 1. The President may at any time, for any reason, (re)name the WJI Referee Committee.
- B. The WJI Referee Committee Chairperson shall appoint, on a yearly basis following the Annual Membership Meeting, the WJI CARE and Radio system custodian.
 1. The WJI Referee Committee Chairperson may at any time, for any reason, (re)name the WJI CARE and Radio custodian.
- C. The WJI Referee Committee Chairperson shall determine the use of the WJI CARE and Radio system based on the following priority:
 1. WJI Wisconsin Sanctioned (or affiliated) event.
 2. USA Judo, out of State, Sanctioned event.
 3. Wisconsin event not affiliated with WJI.
 4. Any event at the discretion of the WJI Referee Committee Chairperson.
- D. Use of the WJI CARE and Radio system:
 1. The WJI CARE and Radio system custodian shall be responsible of the WJI CARE and Radio system set up, use, inventory and tear down.
 2. In the event that the WJI CARE and Radio system custodian is not able to attend the scheduled event the WJI Referee Committee Chairperson shall appoint an individual to be responsible of the WJI CARE and Radio system set up, use, inventory and tear down at the scheduled event.
 - a) The appointed individual shall be responsible for the return of the CARE and Radio system to the WJI CARE and Radio system custodian, within two (2) days after the event.
 - b) The appointed individual shall be responsible for all intentional loss or damage of equipment.
 - c) In the event a person who signs out a WJI radio loses or damages the radio they, not WJI will be responsible for the loss or damage of that equipment.
 3. The WJI CARE and Radio system custodian shall be responsible to inventory the WJI CARE and Radio system will notify the WJI President, the States Referee Committee Chairperson and person responsible for the event at which the WJI CARE and Radio system was used shall within two (2) days of receiving the WJI CARE and Radio system, report any irregularities (minus normal wear and tear) or missing items.
- E. CARE and Radio system utilization protocol:
 1. A copy of the following WJI CARE and Radio system utilization protocol will be placed next to the WJI CARE and Radio system whenever in use.
 2. Use of the WJI CARE and Radio system shall follow the most current USA Judo /IJF protocol.
 3. The WJI CARE system shall be used as an augmentation to the Referee(s) on the mat to assist the referees on the mat for-making objective and appropriate decisions during the contest.

4. The WJI CARE system shall be monitored **ONLY** by the:
 - a) The Chief Referee, mat Jury or the “Lead Mat Referee” sitting at the table designated for referee(s).
 - b) The person assisting the Chief Referee, Jury or the “Lead Mat Referee” by running the WJI CARE system.
5. During a WJI CARE system review the Center Referee **WILL REMAIN IN THE CENTER** of the mat.
6. The **ONLY** comment from a WJI CARE system review will be from the Chief Referee, Jury or the “Lead Mat Referee” to the Referee in the Center of the mat.
7. USE of the WJI CARE system is from Chief Referee, Jury or the “Lead Mat Referee” to only the Referees on the mat. There will be NO discussion (except among the Jury or the “Lead Mate Referees”) concerning the WJI CARE review. In the event there is a question from the (mat) Referee team, the match shall be flagged and reviewed following the event.
8. The WJI CARE system is **NOT** an “instant replay” device and will not be used as such.
9. The WJI CARE system is intended for use by Chief Referee, Jury or the “Lead Mat Referee” **ONLY!** Exception, in unusual circumstances the Referee on the mat may **REQUEST** the Chief Referee, Jury or the “Lead Mat Referee” review a situation. It is at the discretion of the Chief Referee, Jury or the “Lead Mat Referee” if the review request should be honored.
10. In the event of a request for a WJI CARE system review from another referee, coach, parent or competitor the WJI CARE system may **NOT** be used, without consent of the Chief Referee, Jury, or the “Lead Mat Referee”. It is the decision of the Chief Referee, the Jury, or the “Lead Mat Referee if a review should or should not take place in these circumstances.
11. Upon the **INVITE** of the Chief Referee, Jury or the “Lead Mat Referee” a coach may view the video (currently being viewed by the Chief Referee, Jury or “Lead Mat Referee”) **ONLY TO** explain the rationale for a change in a call.
12. Any change in the WJI CARE and Radio system utilization (tournament by tournament) will be announced at the Coach and Referee meeting on the day of the event.

F. Fees:

1. Fees for the use of the WJI CARE and/ or Radio shall be set; from time to time by the WJI BOD, for the use of the WJI CARE and /or Radio , system exceptions below:
 - a) The WJI BOD has currently set the rental charge at \$50.00 per event
 - b) If the determination is made by the WJI Referee Committee Chairperson that there will be no fee, the requesting entity is encouraged to make a donation to WJI, or enter into a *Quid pro quo* relationship.
2. AWJI Sanctioned (or affiliated) event operated in Wisconsin will not incur a fee.
3. A USA Judo, out of State, Sanctioned event will not incur a fee, provided a *quid pro quo* arrangement is agreed to with the Tournament Director.
4. A Wisconsin event not affiliated with WJI will incur the established fee, or a *quid pro quo* arrangement shall be necessary for the use of the WJI CARE and/or Radio system.

G. Propriety of recorded data

1. WJI will hold proprietary use of all recorded WJI CARE system data.
2. At the discretion of the WJI CARE and Radio system custodian, and in consultation with the WJI Referee Chairperson, shall publish, destroy, or allow video use of the recorded data.
3. Any person obtaining a video recording from the WJI CARE system agrees that said video remains the propriety and property of WJI. The WJI BOD may ask for the return, system restricted use and removal of pictures from a site if the use of video material contravenes the mission statement of WJI. The person/entity obtaining CARE system video(s) agrees to these terms and conditions in order to obtain video data from the WJI CARE system.

H. Use agreement of video data obtained from the WJI CARE system

1. WJI shall develop a “use agreement” and require signature of same for any person who requests, or receives, a CARE system recorded event.

These **POLICIES AND PROCEDURES** have been adopted by the WJI BOD on 01 April 2014.
Amended on: 05 May, 2015 and will take place upon adoption. Amended on: 05 June, 2015, and will take place upon adoption.

SIGNED:



-MS. LESLEY HUTCHINS-
- WJI SECRETARY -

AGREEMENT & LIABILITY

This *RECIPROCAL USE AND LIABILITY AGREEMENT* is enter in between Wisconsin Judo Inc. (WJI) and _____ for use of a video recording system, commonly known as a CARE and Radio system for the following event(s) _____.

- 1) The parties entitled above agree:
 - a) WJI will allow use of its CARE and Radio system to the above entitled without cost or agreed to quid pro quo arrangement.
 - b) The above entitled will allow use of their CARE and Radio system to WJI without cost, or agreed to quid pro quo arrangement.
 - c) Each of the above entitled agree that the use of the CARE Radio system shall follow the “owner’s” Policy and Procedures regarding use.
 - d) The CARE and Radio system shall only be utilized if the events Tournament Director and the Head Referee so request.
- 2) In consideration for use of the Wisconsin Judo Inc.’s CARE and Radio system, the above stated do hereby agree to hold liability for any and all intentional damage caused by the use of, or damage to said CARE and Radio system, absent ordinary wear and tear.
- 3) The signers of this document hereby state and affirm that they are entitled to act on behalf of the event stated above.
- 4) WJI shall hold propriety use of all recorded data, as stated in WJI’s Policy and Procedures, of the Wisconsin CARE System.
- 5) A copy of this document shall have the same power and effect as the original.
- 6) This agreement shall be in full force and effect until revoked in writing by either party.

The parties stated above state that they fully understand the terms of this agreement; that this document is signed freely and voluntarily without any inducement, guarantee or assurance.

-Representative from WJI-

-Date-

-Representative of above stated event-

-Date-