

## **FLORIDA USA GYMNASTIC JUDGES TRAVEL GUIDELINES FOR 2021-22**

All judges should be familiar with Chapter 5 in the USA Gymnastic Rules and policy concerning the Judges compensation package. Below are clarifications to important questions that may occur for Travel and Break time

**REPORT TIME:** Judges must report to judges room or MR within 5 minutes of the stated report time Report time may be shorter than 30 minutes prior to the scheduled march in time

**MILEAGE:** All drivers will be paid the standard IRS rate for the entire round trip mileage including solo drivers. If overnight lodging is not required for a judge, mileage will be paid for every day that the judge drives to the competition.

If lodging is provided and a judge elects to drive each day, round trip mileage will only be paid for ONE day

Verification of mileage is required – printed or electronic verification will be accepted provided the judge can show that the mileage is from home (not a business)

**MEALS:** The meet director may provide per diem or provide meals at the meet site

If a meet director provides a meal at the site, a judge cannot receive per diem even if they bring their own food or do not eat the provided meal.

Local judges or judges that do not stay in a hotel room the night prior to the meet will not receive per diem for breakfast or breakfast at the site. Judges should eat at home before they leave for the competition.

If dinner is not provided at the site and a judge will not arrive home before 7:00pm, per diem will be paid to the judge.

Judges that require a hotel room the night before the competition will receive per diem for dinner Per diem for 2021-22 is \$20.00 per meal - \$60.00 per day maximum

**HOTELS/LODGING:** Hotel rooms will be provided to judges that require overnight lodging prior to or during the competition. The Meet director must specify if accommodations will be double occupancy or single rooms. If a meet director plans to provide double occupancy rooms, a judge may request a single room and pay for 50% of the cost of the room per night. The hotel cost will be deducted from the judges check -We have meet hosts who have stated they will provide single rooms and we will recommend that all competitions provide single rooms this season.

The meet director will inform the judge of the cost of the room prior to the competition.

Hotel rooms for judges that have over a 1 hour drive to a meet site should be considered for judges that need to arrive by 8:00am the next day.

Any Judge that does not feel well should not come to the competition. Judges that become ill at the competition may be sent home

**BREAK TIME:** One hour will be the maximum time deducted for break time per day (change from last season which was 2 hours)

1-Meets with 3 or more sessions per day: judges are to be provided with 2-30 minute break times. If the required 30 minute breaks are not provided at lunch and dinner times then the judges will be paid for actual hours in the gym with NO break time subtracted. Meet Referee must communicate with the Meet director if the break time will be under 30 minutes and it will then be up to the Meet director to determine if he will start the session or wait until the judges have received their 30 minute break If a meet director pays per diem in lieu of providing meals- Two 30 minute breaks will still need to be provided or the judges will be paid for the full day

2- The Maximum time that can be deducted for Break time is 60 minutes (1 hour) per day -If a competition is only 2 sessions then the maximum break time is 30 minutes and a minimum 30 minute break for lunch will need to be provided

Meet Referees will need to keep track of the actual time that judges are on break for each day as well as actual number of hours in the gym - at the end of each day the total break time (up to the Maximum allowed) will be subtracted from the number of hours in the gym

We will assign assistant MR to all meets – MR should work with assistant to determine hours

**EXAMPLE:**

Report time is 8:00am and competition ends at 9:00pm – 3 Break times were scheduled for judges and the break time for lunch and dinner were 45 minutes each – the other break time was 45 minutes - Total break time is 135 minutes (2 hours and 15 minutes) which is over the MAXIMUM – so only 1 hour will be deducted from the actual number of hours in the gym - 13 hours in gym minus 1 hours break time = 12 hours to be paid

Report time is 8:00am and competition ends at 5:30 – 2 break times were scheduled for judges and the break time for lunch was 30 minutes and the other break time was 40 minutes (judges will receive per diem for dinner if they arrive home after 7:00)

The total break time is 70 minutes or 1 hour and 10 minutes so 1 hour will be deducted for break time from the actual hours in the gym

9.5 hours in gym minus 1 hour break time = 8.5 hours will be paid

New: Report time is 8:00am and ends at 8:00pm with 3 sessions – one break time is 30 minutes and the other break time is only 15 minutes for 45 minutes total – in this case the judges would be paid for the entire 12 hours as the minimum break time of 1 hour was not received.

When determining number of hours in the gym or Break time- the time will be calculated by rounding off to the nearest half hour Example: a total of 8 hours 15 minutes is considered 8 hours and a total of 8 hours 16 minutes is considered 8.5 hours

Judges time to return to gym after a break – if needed for judges to receive a minimum of 30 minute break time the judges do not need to report to the gym at March in -if warm ups are after the march in – in this case judges should stay on break for the 30 minutes as long as they can be at their judges tables within 5 minutes of the start of actual competition

**MEET REFEREES ARE NOT ALLOWED TO ADJUST ANY OF THESE RULES**

If there is an underlying condition that may require an adjustment the MR must discuss with the Meet director and any member of the Florida USA Gym committee that may be at the competition – If a committee member is not available then the Meet Referee should text Toni Rand, Florida state chairman at 954-328-6227