



WORLD RECORD GUIDE TO EVIDENCE

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1. INTRODUCTION

World Records are extremely difficult to set or break, and verification requires evidence that cannot be disputed. This Guide to Evidence provides information needed to submit a record for verification.

2. REQUIRED EVIDENCE

The following items are required for all World Records submissions.

- Cover Letter
- Two Witness Statements
- Photographic Evidence
- Video Evidence
- Timekeeper Statements for all time dependant records
- Surveyor Statement for records dependant on physical dimensions

If all information cannot be provided, contact the World Obstacle Competitions Committee at competitions@worldobstacle.org before making your attempt to determine if it will be possible to proceed with your application. Failure to include the required documentation will delay your application approval or lead to its rejection.

3. EVIDENCE SUBMISSION

Evidence must be provided as electronic files or links. These should be provided in a shared drive folder such as Google.

Uploading evidence:

- Files must be organized to allow easy review
- File names should correspond with the names of the required evidence, for example CoverLetter.docx, WitnessStatement.pdf, RaceVideo.mp4
- Links may be provided for videos, such as YouTube or Facebook
- Photos should be labelled clearly, e.g., "Photo 1 – construction", "Photo 2 – final measurement", "Photo 3 – Obstacle Grip Height"
- Like documents should be grouped together

4. COVER LETTER

The cover letter is a clear overview of your attempt and should include

- Who attempted the record, including complete address and contact information
- The final measurement of the record attempt (time, distance, height, etc.)
- Date and time the attempt took place
- The venue, city, state, province, region, and country where the record attempt took

place

- How the course was measured
- List of all evidence provided

5. WITNESS STATEMENTS

Witness statements are statements of authentication from independent individuals who verify details of a record attempt. They observe the entire record attempt, confirm all guidelines have been followed, and provide a detailed account of what took place. Independent verification is required to approve a record attempt.

What does “independent” mean?

An independent witness is an individual who is neither affiliated with, nor related to the individual or group attempting the record, the record organisers, participants, venue, or any persons involved with staging the event, nor should these individuals have anything to gain from the outcome of the attempt. The witnesses must also be independent of one another, except in those cases where officials from a specific professional body are required to verify the record, e.g., a national sporting authority.

What must the statements include?

- Contact details
- All details of the event including how the record was measured, who performed the measurement, confirmation that guidelines were understood and adhered to, and any other relevant information
- Statements must be completed by the witnesses themselves, in their own words. It is not acceptable to prepare a statement for the witnesses in advance of the attempt for them to sign. Nor is it acceptable for witnesses to prepare one joint statement, as separate, independent verification is required
- Statements which are pre-prepared, or which are identical to one another will not be accepted

Who can act as a valid witness?

- Attendance from a World Obstacle Official, officer or committee member not related to the applicant or application’s country
- Independent professionals from the community such as attorneys, government officials, accountants, and police officers, provided they are suitably independent, and are present at the event with the sole purpose of acting as a witness.
- Audit company or professional services firm: This is a company contracted by the record organisers to independently verify the outcome of the record

How many witness statements are required?

At a minimum, two witness statements will be required for your record attempt, however additional statements may be needed if the witnesses are not validated as objective and credible by World Obstacle.

Any attempt that lasts more than 4 hours requires additional witnesses. There must be two independent witnesses present at the attempt at all times. Witnesses cannot work in shifts of longer than four hours throughout the attempt to ensure they remain focused and attentive. All witness statements must indicate the times the witnesses were present and what they observed during their shift.

6. VISUAL EVIDENCE

Photographic evidence

Photographs are compulsory evidence for all record attempts. They provide evidence that confirms the measurement, that the guidelines and competition rules have been adhered to, and details provided by the independent witnesses.

What must the photographs include?

Photographs are primarily a source of verification, and they must capture the significant moments of the attempt. The photographs should complement video evidence. You must submit images validating each stage of the record attempt, measurements, the attempt, and outcome. Photographs should:

- Include photographs from various angles, positions, and stages of the record attempt (start, during, end)
- Capture the participants throughout the record attempt

How to submit photographic evidence?

Your photographs must be clearly labelled with a description on each image. An index of the photographs including a description of the images must be included.

Video Evidence

Video footage of the entire record attempt is required.

What must the video evidence include?

- Video must show the entire record attempt, from start to finish.
- Attempts longer than one hour must include significant moments, including a list of the times (hours : minutes : seconds – 00:00:00 format) for each moment when

these moments occur

- Details in all videographic evidence must be focused, framed, and well-lit to judge the record attempt easily and accurately
- The video must clearly show the measurement of the record, e.g., start, finish and total time, length, position, height and spacing of obstacles
- Make sure to include all parts of the attempt relevant to the record guidelines.
- Include a brief introduction to the attempt at the beginning of the video. This should include the name of the organisation attempting the record, the record being attempted, the date, time and location.

What video formats are accepted?

Common computer formats such as mp4 and avi are recommended. Record attempts are most likely to be validated if original footage is provided in high definition (HD). Facebook, YouTube, and other platforms are acceptable if the video meets all requirements.

7. TIMEKEEPING

When is a timekeeper's statement needed?

Two timekeepers' statements must be submitted for all time-dependent records, including those based on duration (e.g. longest marathon performing an activity) as well as those which take place within a specific time frame (e.g. most in one minute).

Note that two timekeepers are required in addition to the independent witnesses, the exception is for attempts at "most X in Y time" (e.g., most **rope climbs** in **one hour**) where the time frame is one hour or more. In these circumstances it is acceptable to have the witnesses act as the timekeepers.

Timekeepers' role

The role of a timekeeper is to ensure that all record times are accurately recorded. This cannot be done by the witnesses, as their job is to concentrate on the attempt itself.

"Fastest time", attempts must be timed by two timekeepers accurate to 0.01 seconds. If the two times vary, real time video evidence will be used to validate the time, or the longest time will be used.

If the record is for "most X in Y time", the time frame for the attempt (e.g., one minute) must be timed accurately by two timekeepers accurate to 0.01 seconds. The timekeepers must give a clear start and finish signal to the person attempting the record

If the time frame is one hour or more, the witnesses can act as the timekeepers (see above) but they must explain how they accurately kept the time.

What must the statements include?

A written statement must be provided from each timekeeper and include:

- The full name and contact details of the timekeeper
- Details regarding their expertise in timekeeping
- The record being attempted
- The date and location of the attempt
- Details of how the time was measured
- The exact timing of the attempt

If the independent witness is acting as a timekeeper, one statement will suffice but must include the details required for both the independent witness statement and the timekeeper statement.

Who would qualify as a timekeeper?

A timekeeper for a record attempt must have experience keeping time for sporting events, for example, sporting referees, officials, coaches, and trainers.

8. SURVEYOR STATEMENTS

When is a surveyor statement needed?

A surveyor statement is required to be submitted for all structures. This statement must confirm the physical dimensions of all structure, for example obstacle height, width, length, spacing, grip dimensions, location, and total length.

A qualified surveyor must be present during the attempt verify all physical dimensions in the presence of two independent witnesses, who must also confirm in their statements the measurements.

Who would qualify as a surveyor?

A surveyor can be, for instance, a land surveyor, an expert from the construction industry with extensive experience in taking measurements, an architect or a professor of land surveying.

What must the statements include?

A report from a surveyor must be submitted on letter-head paper and include:

- Surveyor name and full contact details
- All details of the event including location, date, time, measurement, available evidence

- An explanation of their role in the event
- An overview of their expertise in the field
- Proof of his/her professional qualification within the field
- Confirmation of the measurements
- An explanation of the method used – equipment used to take the measurements and explanations about how the result was established

9. LOGBOOK

When is a logbook needed?

A logbook is required for attempts that last more than one hour. An account of what is achieved at critical points is required to compliment video footage. This is important when documenting a “longest” record to detail the completed activity and rest breaks. The independent witnesses are responsible for maintaining logbooks.

What must the logbook include?

- Attempts lasting 24 hours or less must include entries every hour to document what has been achieved during the preceding hour.
- Any unexpected occurrences such as weather delays, injury, equipment breakdown or any other disturbances must be noted along with the time that they occurred.
- Logbooks must include start and stop times for activity, as well as rest breaks.

10. COVER LETTER

A cover letter should be submitted with the attempt that includes the following information:

- Record Title (for example OCR 100m):
- Current World Record
- Attempt results
- Record attempted by: First Name, Last Name, Other
- Date of birth: / / (format: dd/mm/yyyy)
- Gender: Male Female
- Postal address (number, street, city, province, country, postal code)
- Nationality
- Email
- Telephone
- Organisation
- Name, position, and signature of the person(s) submitting the record attempt.