

IGRA Bylaws and Standing Rules Proposals 2025

This document includes the Bylaws and Standing Rules advance proposals to be considered at the 2025 IGRA Annual Convention. In accordance with standard annual convention practice, deletions are underlined and additions are **bolded**. When deletions or additions result in a change to section or paragraph numbering, it is understood that the renumbering will be done during editing and is, therefore, not indicated in the proposal.

The following table designates which committee will consider each proposal. Committee assignments are subject to change and each committee may have additional proposals to be considered.

Proposal Prefix	Committee
BSR	Bylaws and Standing Rules
HOF	Hall of Fame
ROC	Rodeo Officials

Feel free to contact me with any questions.

Benjamin Avant, Chairman
IGRA Bylaws Committee

benjamin@benjaminavant.com
214.538.5199

Proposal BSR-01

Page 13, Article VII, Section 1, Paragraph A

ARTICLE VII – DELEGATES

Section 1. Voting Delegates.

Paragraph A. Representation.

1. Each Member Association shall be entitled to representation at the Annual Convention by four (4) voting delegates.
2. A Member Association shall be entitled to two (2) bonus voting delegates by hosting **producing** one or more of the following during the current or previous rodeo year:
 - a. At least one (1) **regional** rodeo within its geographical area;
 - b. Approved rodeo school;
 - c. Annual Convention; or
 - d. IGRA University.
3. The number of voting delegates per association shall not exceed six (6).
4. An association may register any number of alternate delegates.

Proposal BSR-02

Page 44, Rule VI, Section 2, Paragraph A, Number 1

RULE VI ETHICS AND SPORTSMANSHIP

Section 2. Procedures of the Ethical Practices Review Board.

A. Complaint Procedure.

1. Alleged infractions by any individual member of IGRA may be brought to the EPRB by any Member/Recognized Association or any individual member or **of** a Member/Recognized Association. Such allegations must be in writing, preferably on an EPRB Allegation Form, and must be submitted no later than fifteen (15) days following the alleged incident(s), except that no alleged infraction will be denied review if, in the opinion of the EPRB, it is deemed timely due to extenuating circumstances.

Page 44, Rule VI, Section 2, Paragraph A, Number 4

RULE VI ETHICS AND SPORTSMANSHIP

Section 2. Procedures of the Ethical Practices Review Board.

A. Complaint Procedure.

4. Respondent will be given the opportunity to respond in writing to the complaint so **that** the EPRB can properly evaluate whether to dismiss the complaint or proceed to a hearing.

Page 44, Rule VI, Section 2, Paragraph B, Number 2

RULE VI ETHICS AND SPORTSMANSHIP

Section 2. Procedures of the Ethical Practices Review Board.

B. Hearing Procedure.

2. The Chairperson of the Board of Directors **President** shall appoint a parliamentarian in advance of EPRB meetings to offer interpretation on procedures, Bylaws, Standing Rules, Rodeo Rules, and Roberts Rules of Order, where applicable.

Proposal BSR-03

Page 43, Rule VI, Section 2, Paragraph C, Number 1

RULE VI ETHICS AND SPORTSMANSHIP

Section 1. Code of Ethics and Sportsmanship

C. Application of the Code of Ethics and Sportsmanship.

1. This Code of Ethics shall apply to all Member/Recognized Associations, all individual members of Member/Recognized Associations acting in an official capacity, all participants in IGRA-sanctioned events, **volunteers**, and all persons under contract to IGRA and/or its Member/Recognized Associations, **and such other individuals as the EPRB may determine who come before it.**

Page 44, Rule VI, Section 2, Paragraph A

Section 2. Procedures of the Ethical Practices Review Board.

A. Complaint Procedure.

2. Alleged infractions by any individual member of IGRA may be brought to the EPRB by any Member/Recognized Association or any individual member or a Member/Recognized Association. Such allegations must be in writing, preferably on an EPRB Allegation Form, and must be submitted no later than fifteen (15) days following the alleged incident(s), except that no alleged infraction will be denied review if, in the opinion of the EPRB, it is deemed timely due to extenuating circumstances.
3. The complaint must include all infractions and substantiating evidence and be submitted to the Board of Directors at least fifteen (15) days prior to the next regularly scheduled Board of Directors meeting so they may get a response from the respondent.
4. Every effort should be made to first submit the complaint to the Trustee of the complainant's Member/Recognized Association, **if applicable**, and/or the Board of Directors for presentation to the EPRB.
5. Respondent will be given the opportunity to respond in writing to the complaint so the EPRB can properly evaluate whether to dismiss the complaint or proceed to a hearing.
6. The EPRB will review all complaints referred to it and determine by a majority vote whether to dismiss a complaint or proceed with a hearing.

Page 44, Rule VI, Section 2, Paragraph B, Number 3

B. Hearing Procedure.

1. All persons involved shall be notified by any one or all of the following methods: personal service, certified mail, return receipt requested, FedEx signature required, USPS signature required, or Canada Post signature required at least thirty (30) days prior to the hearing of the

- date for a hearing to resolve the matter and shall be given the opportunity to present their side(s) of the situation. If personal service is used to give notice, it shall be made by a trustee with a board member serving as witness, with the service acknowledged by the signatures of the party, the serving trustee and the witness.
2. The Chairperson of the Board of Directors shall appoint a parliamentarian in advance of EPRB meetings to offer interpretation on procedures, Bylaws, Standing Rules, Rodeo Rules, and Roberts Rules of Order, where applicable.
 3. A member of a Member or Recognized Association, when **When** offering opinions, **participants** shall do so in a manner that reflects strict integrity and courtesy.
 4. After hearing all relevant testimony, the EPRB shall determine how it wishes to resolve a complaint.

Page 42, (Rodeo) Rule VII, Number 6

RULE VIII – REGISTRATION

6. Waivers
 - a) To compete, volunteer, or work at any rodeo in any capacity, all contestants, contestant buddy pass holders, staff, volunteers, or media/photographers must complete all waivers required by IGRA and the hosting association. A valid ID maybe required for proof of age. **Waivers shall include a copy of the IGRA Code of Ethics and Sportsmanship (Standing Rule VI, Section 1, Paragraph A).**

Proposal BSR-04

Page 44, Rule VI, Section 2, Paragraph B, Number 3

RULE VI ETHICS AND SPORTSMANSHIP

Section 2. Procedures of the Ethical Practices Review Board.

A. Hearing Procedure.

1. All persons involved shall be notified by any one or all of the following methods: personal service, certified mail, return receipt requested, FedEx signature required, USPS signature required, or Canada Post signature required at least thirty (30) days prior to the hearing of the date for a hearing to resolve the matter and shall be given the opportunity to present their side(s) of the situation. If personal service is used to give notice, it shall be made by a trustee with a board member serving as witness, with the service acknowledged by the signatures of the party, the serving trustee and the witness.
2. The Chairperson of the Board of Directors shall appoint a parliamentarian in advance of EPRB meetings to offer interpretation on procedures, Bylaws, Standing Rules, Rodeo Rules, and Roberts Rules of Order, where applicable.
3. **EPRB members must reveal any potential conflict of interest to the EPRB. The EPRB may exclude from any portion of the hearing a member involved in the complaint or with a conflict of interest.**
3. A member of a Member or Recognized Association, when offering opinions, shall do so in a manner that reflects strict integrity and courtesy.
4. After hearing all relevant testimony, the EPRB shall determine how it wishes to resolve a complaint.

Proposal BSR-05

Page 44, Rule VI, Section 2, Paragraphs A and B

RULE VI ETHICS AND SPORTSMANSHIP

Section 2. Procedures of the Ethical Practices Review Board.

B. Complaint Procedure.

1. Alleged infractions by any individual member of IGRA may be brought to the EPRB by any Member/Recognized Association or any individual member or a Member/Recognized Association. Such allegations must be in writing, preferably on an EPRB Allegation Form, and must be submitted no later than fifteen (15) days following the alleged incident(s), except that no alleged infraction will be denied review if, in the opinion of the EPRB, it is deemed timely due to extenuating circumstances.
2. The complaint must include all infractions and substantiating evidence and be submitted to the Board of Directors at least fifteen (15) days prior to the next regularly scheduled Board of Directors meeting so they may get a response from the respondent.
3. Every effort should be made to first submit the complaint to the Trustee of the complainant's Member/Recognized Association and/or the Board of Directors for presentation to the EPRB.
4. Respondent will be given the opportunity to respond in writing to the complaint so the EPRB can properly evaluate whether to dismiss the complaint or proceed to a hearing.
5. The EPRB will review all complaints referred to it and determine by a majority vote whether to dismiss a complaint or proceed with a hearing.
6. **If the EPRB votes to proceed with a hearing, they shall immediately determine the procedures to be followed for the hearing itself. The procedures adopted by the EPRB shall be made available to the hearing Parliamentarian upon appointment by the President.**

C. Hearing Procedure.

1. All persons involved shall be notified by any one or all of the following methods: personal service, certified mail, return receipt requested, FedEx signature required, USPS signature required, or Canada Post signature required at least thirty (30) days prior to the hearing of the date for a hearing to resolve the matter and shall be given the opportunity to present their side(s) of the situation. If personal service is used to give notice, it shall be made by a trustee with a board member serving as witness, with the service acknowledged by the signatures of the party, the serving trustee and the witness. **This notification shall consist of the date, time and location of the hearing as well as the procedures to be followed. All parties shall notify the IGRA of their intent to attend, and whether in person or by telephone, and if they will have witnesses or other representatives present to testify or speak on their behalf.**
2. The Chairperson of the Board of Directors shall appoint a parliamentarian in advance of EPRB meetings to offer interpretation on procedures, Bylaws, Standing Rules, Rodeo Rules, and Roberts Rules of Order, where applicable.

3. A member of a Member or Recognized Association, when offering opinions, shall do so in a manner that reflects strict integrity and courtesy.
4. After hearing all relevant testimony, the EPRB shall determine how it wishes to resolve a complaint.

Proposal BSR-06

Pages 16-18, Rule XVI

RULE XVI SPECIAL INTERNATIONAL AWARDS

Section 1 Description.

- A. Each award shall be a plaque indicating purpose of award and shall include the insignia of IGRA, except for the Wayne Jakino Western Lifestyle Award and the Spirit Stick Award.

Section 2 Nominations and Voting.

- A. Nominations for all awards that will be determined by the Directors and/or Trustees must be received no later than the third regularly scheduled Board and/or Trustees meeting of the rodeo year. Nominations for the Appreciation Award must also be received no later than the third regularly scheduled Board and/or Trustees meeting of the rodeo year. The Executive Board shall determine the method for receiving nominations and process for voting.

Section 3 President's Award.

- A. This award is for outstanding contributions by an individual or organization to gay rodeo. This is awarded for exceptional service to IGRA benefiting all its' members. The President selects the recipient(s) of this award. IGRA will cover the cost of no more than one (1) award.

Section 4 The Wayne Jakino Western Lifestyle Award.

- A. This award is to recognize one individual who is active within the IGRA community, promotes the Western lifestyle, adheres to the IGRA Code of Ethics and Sportsmanship, and shows enthusiasm for the IGRA mission statement. The Executive Board will select the recipient of this award. This award will be in the form of a buckle. IGRA will cover the cost of one (1) award. The award will be presented at Finals Rodeo.

Section 5 International Award.

- A. This award is to recognize those members of IGRA who have made contributions to IGRA worthy of special recognition. This contribution can be in any of the activities that IGRA encompasses. The Board of Directors selects the recipients of this award. IGRA will cover the cost of no more than five (5) awards.

Section 6 Trustees' Award.

- A. This award is to recognize those contestants of IGRA who have exhibited excellence in the standards exemplified in the Code of Ethics and Sportsmanship. The Trustees select the recipients of this award. IGRA will cover the cost of no more than five (5) awards.

Section 7 Service Award.

- A. This award is to recognize those members of IGRA who have served this association at the IGRA level in an official board capacity. This award shall be given at the completion of their term in office.

Section 8 Certified Official Award.

- A. This award is to recognize exemplary performance, commitment, and dedication of a past or present rodeo official. Recipients should exhibit excellence in upholding the principles of consistency, fairness, good sportsmanship, integrity, and the use of prudent judgment. The Rodeo Officials Committee selects the recipients of this award. IGRA will pay for no more than five (5) awards per year.

Section 9 Appreciation Award.

- A. This award is for individuals or organizations who have made significant contributions to the Member Association and is a means of providing a formal thank you may be given by the Officers, Directors, Trustees, Committee Chairs, or any other official representatives of IGRA with the approval of the Board of Directors. IGRA will cover the cost of no more than two (2) awards per Member Association.

Section 10 Media Award.

- A. This award is for Member Associations who have made significant contributions using their publications by demonstrating excellence in promoting Gay Rodeo, IGRA, and their Member Associations. This award will be determined by the Board of Directors upon the recommendation of the Public Relations Spokesperson.

Section 11 Appreciation Certificates.

- A. All standing committee chairs and other individuals selected by the Board of Directors shall receive a certificate of appreciation from the President.

Section 12 Spirit Stick Award.

- A. This traveling award is for a Member Association which has made significant contributions to any or all of the following: IGRA Royalty, entertainment and dance programs, rodeo event hospitality, and IGRA Community Outreach/Fundraising/Gender Diversity Committee goals. The IGRA Royalty Team selects the recipient of this award.

Section 13 Women's Outreach Mentorship Award

- A. This award is to recognize any individual member of IGRA who has made contributions to the growth and support of women in IGRA. The contributions should be toward any or all of the following: The growth of female membership, assistance and support of female competitors and obtaining sponsorships. Candidates should show a dedication to mentoring women of IGRA in and out of the arena. One mentorship award will be given each year at the Annual Convention. Member associations will submit their nominations to the Women's Outreach Committee Chairperson. The committee will submit up to five nominees to the IGRA Board of Directors. The Board of Directors will select the recipient.

Section 14 Presentation.

- A. All special awards shall be presented at the Annual Convention, except for the Wayne Jakino Western Lifestyle Award, which will be presented at Finals Rodeo.

Section 1 Except as otherwise noted, each award shall be a plaque indicating purpose of award, shall include the insignia of IGRA, shall have the cost covered by IGRA, and shall be presented at Annual Convention.

Section 2 For awards selected by the Directors or Trustees, the Board of Directors shall determine date(s) and method(s) for receiving nominations and selecting recipients.

Section 3 President's Award.

A. This award is for outstanding contributions by an individual or organization to gay rodeo. This is awarded for exceptional service to IGRA benefiting all its members.

- 1.** The President selects the recipient(s) of this award.
- 2.** IGRA will cover the cost of no more than one (1) award.

Section 4 The Wayne Jakino Western Lifestyle Award.

A. This award is to recognize one individual who is active within the IGRA community, promotes the Western lifestyle, adheres to the IGRA Code of Ethics and Sportsmanship, and shows enthusiasm for the IGRA mission statement.

- 1.** This award will be in the form of a buckle.
- 2.** This award will be presented at Finals Rodeo.
- 3.** The Executive Board selects the recipient of this award.

Section 5 International Award.

A. This award is to recognize those members of IGRA who have made contributions to IGRA worthy of special recognition. This contribution can be in any of the activities that IGRA encompasses.

- 1.** The Board of Directors selects the recipients of this award.
- 2.** IGRA will cover the cost of no more than five (5) awards.

Section 6 Trustees' Award.

A. This award is to recognize those contestants of IGRA who have exhibited excellence in the standards exemplified in the Code of Ethics and Sportsmanship.

- 1.** The Trustees select the recipients of this award.
- 2.** IGRA will cover the cost of no more than five (5) awards.

Section 7 Service Award.

A. This award is to recognize individuals who have served as Directors of IGRA and will be given at Annual Convention after the completion of their term in office.

Section 8 Certified Official Award.

- A. This award is to recognize exemplary performance, commitment, and dedication of a past or present rodeo official. Recipients should exhibit excellence in upholding the principles of consistency, fairness, good sportsmanship, integrity, and the use of prudent judgment.**

- 1. The Rodeo Officials Committee selects the recipients of this award.**
- 2. IGRA will cover the cost of no more than five (5) awards.**

Section 9 Appreciation Award.

- A. This award is for individuals or organizations who have made significant contributions to the Member Association and is a means of providing a formal thank you.**

- 1. May be given by the Officers, Directors, Trustees, Committee Chairs, or any other official representatives of IGRA with the approval of the Board of Directors.**
- 2. IGRA will cover the cost of no more than two (2) awards per Member Association.**

Section 10 Media Award.

- A. This award is for Member Associations who have made significant contributions using their publications by demonstrating excellence in promoting Gay Rodeo, IGRA, and their Associations.**

- 1. The Board of Directors selects the recipients of this award upon the recommendation of the Public Relations Spokesperson.**

Section 11 Appreciation Certificates.

- A. This award is presented to all committee chairs to recognize their service and will be in the form of a certificate of appreciation from the President.**

Section 12 Spirit Stick Award.

- A. This traveling award is for a Member Association which has made significant contributions to any or all of the following: IGRA Royalty, entertainment and dance programs, rodeo event hospitality, and IGRA Community Outreach/Fundraising/Gender Diversity Committee goals.**

- 1. The IGRA Royalty Team selects the recipient of this award.**

Section 13 Women's Outreach Mentorship Award

- A. This award is to recognize one individual member of IGRA who has made contributions to the growth and support of women in IGRA. The contributions should be toward any or all of the following: The growth of female membership, assistance and support of female competitors and obtaining sponsorships. Candidates should show a dedication to mentoring women of IGRA in and out of the arena.**

- 1. Member associations will submit their nominations to the Women's Outreach Committee Chairperson.**
- 2. The committee will submit up to five nominees to the IGRA Board of Directors.**
- 3. The Board of Directors will select the recipient.**

Proposal BSR-07

Page 56, Rule XVI, Section 2

RULE XVI SPECIAL INTERNATIONAL AWARDS

Section 2 Nominations and Voting.

- A. Nominations for all awards that will be determined by the Directors and/or Trustees must be received no later than the third regularly scheduled Board and/or Trustees meeting of the rodeo year. Nominations for the Appreciation Award must also be received no later than the third regularly scheduled Board and/or Trustees meeting of the rodeo year. The Executive Board shall determine the method for receiving nominations and process for voting.

Section 2 Nominations and Voting.

- A. **Nominations for all awards, such as World Gay Rodeo Finals Grand Marshal, Honorary Grand Marshal, Community Hero and Wayne Jakino Awards, that that will be determined by the Directors and/or Trustees must be received by the Executive Director no later than 30 days prior to the third regularly scheduled Board and/or Trustees meeting of the rodeo year.**
- B. **Nominations for the Appreciation Awards must also be received by the IGRA Secretary, no later than 30 days prior to the third regularly scheduled Board and/or Trustee meeting of the rodeo year.**
- C. **The Executive Board shall determine the method for receiving nominations and the process for voting.**

Proposal BSR-08

Pages 56-57, Rule XVI, Section 4, Paragraph A

RULE XVI SPECIAL INTERNATIONAL AWARDS

Section 4 The Wayne Jakino Western Lifestyle Award.

- A. This award is to recognize one **an** individual who is active within the IGRA community, promotes the Western lifestyle, adheres **adherence** to the IGRA Code of Ethics and Sportsmanship, and shows enthusiasm for the IGRA mission statement. The Executive Board **of Directors** will select the recipient of this award. This award will be in the form of a buckle. IGRA will cover the cost of one (1) award.

Proposal HOF-01

Page 60, Rule XVII, Section 8

RULE XVII IGRA HALL OF FAME

Section 8 Induction Ceremony.

- A. The Hall of Fame induction ceremony shall take place at the Annual Convention. If the inductee is able to attend the award ceremony and is not already a delegate to the IGRA convention, IGRA will cover the inductee's expense for any associated meal. IGRA will also cover the meal cost for the inductee's spouse or significant other if they are not already a delegate to the IGRA Convention. In the case of a posthumous induction, a maximum of two (2) meals will be covered for the heirs of the inductee.
- A. **The Hall of Fame induction ceremony shall take place at the Annual Convention. If the inductee is able to attend the award ceremony and is not already a delegate to the IGRA convention, IGRA will cover the inductee's expense for any associated meal. IGRA will also cover the meal cost for one guest of the inductee who is not already a delegate to the IGRA Convention. In the case of a posthumous induction, a maximum of two (2) meals will be covered for the heirs, or one (1) meal for another relative or close friend, of the inductee. Inductees may invite additional guests to attend any meal associated with the induction, but they shall reimburse IGRA in advance for the cost of the meal.**

Proposal ROC-01

Pages 61-65, Rule XIX

RULE XIX GENERAL RULES FOR CERTIFIED PERSONNEL

Section 1 Administration.

- A. Certification programs shall be administered by the Rodeo Officials Committee (**ROC**).
- B. The committee will gather performance information for all certified officials, present it to the Trustees for certification/recertification recommendations, and use it for handling disciplinary actions.

Section 2 Enrollment.

- A. Any person interested in becoming a certified rodeo official should contact the **Area Lead Person** of the particular area **officials group** of interest to schedule training.

Section 3 Requirements.

- A. Requirements for certification.
 - 1. Be a member in the Member/Recognized Association listed on Certification Request Form. (Exhibits E07, E08, E09, E10 and E11 See IGRA exhibits)
 - 2. Attend required seminars and/or workshops required by each individual certification program.
 - 3. Serve in associated area as required per each individual program.
 - 4. Take and pass a written examination with a score of 90% or better as specified by each individual certification program. The exam will be open book and with no time limit to complete or as specified by each individual certification program.
 - 5. Exams must be taken and passed during the year when certification is recommended, or as specified by each individual certification program.
 - 6. Each exam will not exceed fifty (50) questions with a total value of 100 points.
 - 7. All exams will consist only of true/false, multiple choice, and short fill-in-the blank questions. No essay questions shall be used.
 - 8. Previous experience in a specific area may waive some requirements for certification.
- B. Enrollees may be required to obtain additional hands-on experience, work additional rodeos and/or events upon the recommendation of the area lead **Area Lead** or Rodeo Officials Committee prior to being recommended for certification. Experience may also be gained from participation in IGRA-approved rodeo school(s) to meet certification requirements at the discretion of the area lead(s) **Area Lead** for the enrollees' programs. This must be coordinated with the area lead **Area Lead** or their designee in advance.
- C. Additional requirements will be communicated to the enrollee at the earliest opportunity so the individual can develop a plan to obtain the required experience.

Section 4 Education and Training.

- A. A general information class for rodeo officials will be scheduled at each IGRA University, if held.
- B. Each certified official will work with the respective **Area Lead Person** to develop a recertification plan annually. This is to ensure each official meets the requirements of recertification.
- C. Each **Area Lead Person** will schedule a meeting held in person or via electronic means a minimum of once per quarter with all certified personnel in the respective certification area. Additional meetings may be scheduled as needed. Certified personnel are expected to participate in the meetings.
- D. The Rodeo Officials Committee Chairperson will schedule a quarterly meeting held in person or via electronic means in each calendar quarter with all committee members. All committee members are expected to participate in the meeting.

Section 5 Evaluation and Review.

- A. The **Committee ROC** will collect evaluation data and narrative summaries from key personnel at each rodeo that express issues, concerns, recommendations, or commendations based on personal observations from the rodeo director and other officials.
- B. The **Committee ROC** will examine the Rodeo Review documentation that is applicable to individual rodeo officials.
- C. Available evaluation data will be reviewed by the **Committee ROC** during each quarterly meeting.
- D. An investigation will be performed on any official with reported allegations from other rodeo officials, IGRA directors, or documented on rodeo checklists.

Section 6 Certification Process.

- A. The individual requesting certification must complete the Request for Certification form, sign the IGRA Certified Officials Code of Ethical and Professional Conduct form, and submit all forms to the Rodeo Officials Committee chairperson or the specific **Area Lead Person**.
- B. The **committee ROC** chairperson will submit a recommendation for certification at the next regularly scheduled Trustees meeting following quarterly review and approval by the committee of any application.
- C. A positive vote of at least two-thirds (2/3) of the Trustees present is required to approve a certification.
- D. The Secretary shall send updated certified lists to all Member and Recognized Associations and all certified personnel within fifteen (15) days following any new certification approvals.
- E. See individual programs for any additional requirements.

Section 7 Recertification Process.

- A. Seminar attendance is not required for recertification, except for Judges.
- B. Passing an exam with a score of 90% or better is required. The exam will be open book.
- C. The exam must be administered by March 30 of the new rodeo year.
- D. If the exam is not passed with a score of 90% or better, the individual will be given a second opportunity to take and pass the exam. The exam must be taken and passed within thirty (30) days after notification that the first exam was failed.

- E. If the appropriate exam is not passed with a score of 90% or better after the second attempt, The individual will then be required to attend a seminar and take and pass the exam with a score of 90% or better. The committee may then recommend recertification.
- F. The individual requesting recertification must complete the “Request for Recertification” form and submit all forms to the Rodeo Officials Committee chairperson or the specific area chairperson. Recertification requests and all required documents must be submitted by September 30 of each rodeo year.
- G. Recertification recommendations will be reported to the Board of Trustees by the Rodeo Officials Committee.
- H. An official who is denied recertification must be notified at least 30 days before the last regularly scheduled Trustees meeting and has the right to be present or may request to be contacted by phone to make a five-minute statement to the Trustees for reconsideration.
- I. The individual who is being considered for recertification has the right to be present and make a 2-minute statement prior to a vote being taken on their recertification.
- J. If the individual is present, or available by phone, the Trustees may choose to question the individual.
- K. A positive vote of at least two-thirds (2/3) of the Trustees present is required to overturn a decision to deny recertification.
- L. The Secretary shall make available updated certified lists within 15 days following any recertification approvals.

Section 7 Recertification Process.

- A. **Seminar attendance is not required.**
- B. **Each Area Lead will be responsible for communicating any rule changes adopted at the annual convention to each certified official in that program, and receive confirmation that each of them understand any and all changes that effect their area. The Area Lead will report this confirmation to the ROC.**
- C. **A report of all certified officials who have met the requirements shall be provided to the Board of Trustees by the Rodeo Officials Committee and will be considered certified for the next rodeo year.**
- D. **If a certified official has met all the requirements for recertification yet it is determined and documented by the Area Lead that just cause exists to deny recertification, this information will be conveyed to the Board of Trustees to determine recertification status. The certified official involved shall be notified in writing of the referral as well as the reasons. An official whose recertification is referred to the Board of Trustees must be notified at least 30 days before the Trustees meeting where the recertification will be addressed and has the right to be present or may request to be contacted by phone to make a five-minute statement to the Trustees for reconsideration.**
- E. **The Secretary shall make available updated certified lists within 15 days following any recertification approvals.**

Section 8 Responsibilities.

- A. **Shall always act in a professional manner, ensure that all rules and regulations are enforced, and conduct oneself in an unbiased manner.**

- B. If, after acceptance to serve, the certified individual is unable to keep the commitment, they shall communicate verbally in a timely manner and follow up in writing with rodeo management to allow time to find a replacement.
- C. Officials shall adhere to required dress code: long pants, long-sleeved shirt, Western boots, Western hat (optional in chute area), and area-approved shirt design or proper color-coded vest for each area of service.
- D. Shall notify local rodeo officials of arrival in area, location residing, and contact phone.
- E. Shall obtain a schedule of meetings, events, locations, and be in attendance when required.
- F. Shall complete any required paperwork and submit to proper rodeo officials within given time requirements for submission to IGRA.

Section 9 Disciplinary Procedures.

- A. Within fifteen (15) days following each rodeo, reports on performance listing any certified officials' performance issues, concerns, or observations at that rodeo will be submitted to the appropriate **Area Lead Person**. These issues may include, but are not limited to, items listed in Standing Rule XIX General Rules for Certified Personnel, Section 10.
- B. The **Area Lead Person** shall send the performance report(s) to all committee **ROC** members. The appropriate **Area Lead Person** shall notify any individual receiving a negative report, outline the reported performance issues, and request a written response within ten (10) days.
- C. The **Area Lead Person** shall send the response from the affected individual to all committee **ROC** members.
- D. The committee **ROC** shall determine if discipline is in order and determine the disciplinary action to be taken, if any.
- E. Disciplinary action may include a verbal warning, a written warning, placing the individual on a probationary period, or suspension. The committee may impose additional requirements (e.g., attending a seminar).
- F. At the end of the probationary or suspension period, the committee **ROC** may return the individual to full certification status or recommend to the Trustees that the individual's certification be rescinded.
- G. All actions taken shall be reported in writing to the Board of Trustees for review at their next regularly scheduled meeting.
- H. In extenuating circumstances, as determined by the committee **ROC**, an official may be temporarily suspended until the above steps are satisfied.
- I. The outcome of any investigation or disciplinary action shall be communicated in writing to the individual within ten (10) days.

Section 10 Suspension from Certification or Recertification.

- A. Grounds for suspension from certification or recertification shall include, but not be limited to the following:
 - 1. Failure to:
 - a. Comply with IGRA rules and regulations.
 - b. Be in proper attire.
 - c. Act in a professional or ethical manner.
 - d. Complete required duties.
 - e. Complete and submit the required paperwork.

- f. Entering the arena or contestant area under the influence of or in possession of alcohol, narcotics, or illegal drugs of any kind.
- g. Causing voluntary endangerment of livestock and/or contestants.
- h. Fixing or changing scores and/or times.
- i. Drugging of any livestock without written veterinary consent, which includes description of medication, how often, and for what reason medication is necessary.

*Pages 65-67, Rule XX***RULE XX ARENA DIRECTOR CERTIFICATION PROGRAM****Section 1 Responsibilities.**

- A. Manage rodeo staff and run an efficient, smooth, and safe rodeo.
- B. Coordinate with the Rodeo Director to ensure that ample staff are available for all areas of the arena.
- C. If the Arena Director becomes incapacitated during the rodeo and no other certified Arena Director is immediately available, the Assistant Arena Director will assume those responsibilities with the Chute Coordinator as an advisor. If the Assistant Arena Director is unable to take over the responsibilities, then the Chute Coordinator will assume the Arena Director responsibilities.
- D. If for any reason during the running of all IGRA-sanctioned rodeo events (performance and slack, foot parade, grand entry) the Emergency First Responders become busy or unavailable, the Arena Director must stop all events until they become available.
- E. The Arena Director must attend the Rodeo Director's meeting with the Emergency First Responders before the running of the first event to coordinate a plan of action and response expectations in case of emergencies.

Section 2 Applicants.

- A. Refer to Standing Rule XIX, Section 3. A. 9 regarding previous experience.
- B. Applicants may provide Arena Director Lead Person **Area Lead** with a list of previous rodeo experience. The Arena Director Lead Person **Area Lead** shall evaluate past experience and inform the candidate which requirements have been met or reduced upon entrance into the certification program.

Section 3 Certification Requirements.

- A. Arena and chute area requirements may be completed at any time during the certification process. Arena Director candidates may only be assigned to one role per rodeo.
- 1. Requirements.
 - a. View the IGRA-sanctioned rodeo safety video.
 - b. Serve as an Arena Crew Coordinator for at least two (2) rodeos.
 - c. Candidate must learn to properly evaluate the size and condition of the arena and place patterns according to the IGRA rodeo rules.
 - d. The candidate must be familiar with all required arena equipment and supplies.
 - e. Candidate must be able to properly harness and handle goats.
 - f. Serve as an Assistant Arena Director for at least three (3) rodeos. The following duties must be performed successfully and under the supervision of a certified Arena Director before a candidate shall be considered for certification.
 - g. Properly conduct a new contestant orientation meeting.
 - h. Properly conduct pre-rodeo meetings with the Chute Coordinator, Rodeo Director, and EMS crew.

- i. Be familiar with the completion of the IGRA rodeo checklist, contestant injury, animal injury, and protest forms.
- j. Assist with the coordination and running of speed events.
- k. Assist with the coordination and running of camp events.

B. Candidate must be a Certified Chute Coordinator prior to being certified as an Arena Director.

Section 4 Final Evaluation & Certification.

- A. Refer to Standing Rule XIX, Sections 2 and 3, for general certification requirements.
- B. Candidates shall notify the Arena Director Lead Person Area Lead when all the above-mentioned certification requirements have been completed. The committee ROC will confirm completion of the required certification steps criteria. Candidates shall be notified if all requirements have been accepted within fourteen (14) days of notice to the Arena Director Committee ROC chair. Upon confirmation of the candidate's completion, the Area Lead Person will notify the candidate that they are eligible as for assignment as a Rookie Arena Director.
- C. Upon approval to serve as a Rookie Arena Director, the Area Lead Person shall contact the Rodeo Director and Arena Director of the candidate's requested rodeo for approval. The committee chair Area Lead shall notify rookie of approval.
- D. A rookie rodeo Rookie service shall be done completed with a certified Arena Director supervising. At the discretion of the Arena Director, the certified Arena Director **in attendance** may be activated **in place of the rookie** for any period.
- E. The rookie performance review shall be completed by rookie and supervising Arena Director. The Arena Director Committee Lead Person Area Lead shall notify the rookie candidate within fourteen (14) days after completion of evaluation rodeo if he/she has successfully completed the certification program.

Section 5 Recertification.

- A. Refer to Standing Rule XIX, Section 7, for recertification process general requirements.
- B. Each certified Arena Director shall work at least one (1) rodeo, other than Finals Rodeo, as an Arena Director, Assistant Arena Director, or Arena Crew Setup Coordinator per year. If a certified Arena Director is unable to work as an Arena Director, Assistant Arena Director, or Arena Crew Coordinator in a rodeo year, then that person must serve as an Assistant Arena Director and attend an Arena Directors seminar before being recommended for recertification.
- B. **Each certified Arena Director shall work at least one (1) rodeo, other than Finals Rodeo, as an Arena Director or Assistant Arena Director per year. If a certified Arena Director is unable to work as an Arena Director or Assistant Arena Director in a rodeo year, then that person must serve as an Assistant Arena Director and attend an Arena Directors seminar before being recommended for recertification.**

*Pages 67-68, Rule XXI***RULE XXI CHUTE COORDINATOR CERTIFICATION PROGRAM****Section 1 Responsibilities.**

- A. The Chute Coordinator is the coordinator and will act in such a manner to oversee the entire area.
- B. To coordinate the chute staffs, both in the bucking chutes and roping chutes areas, in regards to duties necessary, rules, dress code, livestock, and equipment for a smooth, safe and efficient running rodeo. To accomplish the above, the Chute Coordinator and assistant will remain on or behind the bucking chutes during chute events except in the case of split chutes.
- C. To direct contestants and livestock to proper locations according to lineup of events and ensure all procedures and rules regarding event are enforced.
- D. To observe that all rules regarding livestock behaviors are acted upon as necessary.
- E. To act as a contact person before and during a rodeo to communicate directions, concerns, and changes with the Stock Contractor regarding the livestock and stock contractor's staff.
- F. Shall inspect and ensure, with the assistance of necessary staff, that all necessary equipment (riggings, ropes, halters, chutes, etc.) are kept in working order or removed from usage and report any defective equipment to the Rodeo Director for replacement.
- G. The Chute Coordinator must attend the Rodeo Director's meeting with the Emergency First Responders before the running of the first event to coordinate a plan of action and response expectations in case of emergencies.

Section 2 Certification.

- A. Refer to Standing Rule XIX, Section 3. A. 9 regarding previous experience.
- B. Individual must work on the chute staff for a minimum of two (2) rodeos as a volunteer before entering the Chute Coordinator certification program.
- C. Candidate must then work the following activities and receive approval according to the Chute Coordinator Program Checklist (Exhibit E1 See IGRA exhibits).
 - 1. A minimum of five (5) rodeos as a recognized volunteer in the following areas:
 - a. Rigging and spotting (may be combined with animal loading).
 - b. Animal loading (may be combined with rigging and spotting).
 - c. Contestant lineup.
 - d. Gate openings (rough stock, camp, and roping).
 - 2. Two (2) rodeos as an assistant in bucking and two (2) as an assistant in roping.
 - 3. No more than three (3) Checklist items may be verified at any one (1) rodeo.
 - a. All Checklist items must be worked both rodeo days at any one (1) rodeo.
 - b. WGRF may not be used to complete any Checklist item.
- D. Candidate must complete a Chute Coordinator seminar.

- E. **Area Lead Person** and candidate shall review performance to evaluate if candidate is ready to be a rookie.
- F. Upon approval to serve as a Rookie Chute Coordinator, **Area Lead Person** shall contact rodeo officials of requested rodeo, including the Rodeo Director, to obtain approval for usage of rookie. The chair **Area Lead** shall then notify rookie of approval and disseminate the name and phone number of the Chute Coordinator. Rookie shall contact the Chute Coordinator regarding assistants and duties for the said rodeo.
- G. Rookie service shall be done **completed** with a certified Chute Coordinator on staff in the chute area. At the discretion of the Arena Director and certified Chute Coordinator, the certified Chute Coordinator **in attendance** may be activated **in place of the rookie** for any period.
- H. Candidate performance review shall be completed by candidate and Chute Coordinator and be forwarded to the **Area Lead Person** within fourteen (14) days of completion of said rodeo.
- I. Refer to Standing Rule XIX, Sections 2 and 3, for general certification requirements.

Section 3 Recertification.

- A. Refer to Standing Rule XIX, Section 7, for recertification process general requirements.
- B. Each certified Chute Coordinator shall work within the chute areas as a certified Chute Coordinator, Assistant Chute Coordinator, recognized volunteer, or certified Arena Director at least once each rodeo year, other than Finals Rodeo. If a certified Chute Coordinator is unable to work as a Chute Coordinator, Assistant Chute Coordinator, recognized volunteer, or certified Arena Director in a rodeo year, then that person must serve as an Assistant Chute Coordinator and attend a Chute Coordinator seminar before being recommended for recertification.

*Pages 68-72, Rule XXII***RULE XXII JUDGES CERTIFICATION PROGRAM****Section 1 Responsibilities.**

- A. To officiate rodeo events and ensure that all competition rules are applied fairly for each contestant.
- B. Shall ensure that all Judges' scores or score sheets are turned over to the official Scorekeeper.
- C. Senior Judges will accompany Student, Rookie, and Junior Judges in training to assure accuracy and consistency of scores and times.

Section 2 Certification.

- A. General
 - 1. Refer to Standing Rule XIX, Sections 2 and 3 for general certification requirements.
 - 2. If an applicant presents written documentation of previous rodeo judging experience, the Judges Lead Person **Area Lead** will review and determine certification requirements on an individual basis.
- B. Student Judge Requirements.
 - 1. Judging candidates may enroll in the IGRA Student Judging program upon application to and acceptance of the IGRA Board of Trustees. This acceptance will grant the applicant a limited certification as a Student Judge to allow for the development of the skills required for full certification.
 - 2. The certification program does not have to be completed in any particular time frame.
 - 3. Complete two (2) days of observation at an IGRA sanctioned rodeo, with a Senior Judge. Student Judges should observe at least two (2) different Senior Judges over the 2-day rodeo. Both days must be completed on the same rodeo weekend. Student Judges must observe all events offered at that rodeo during these two days. This will require the Student Judge to observe different events and judging positions on day two than they did on day one. This requirement cannot be split up between different rodeos.
 - 4. Pass an open book rules exam administered by the Judges Lead **Area Lead** covering the events for the Student Judge portion of the training program.
 - 5. Demonstrate basic competency in specific mechanical functions of the Judges position. Competency will be determined and documented by any IGRA Senior Judge. There is no minimum or maximum requirement of the number of rodeos required to finish this requirement. The competency must be demonstrated in a live rodeo setting.
 - 6. Hands-on training. The following must be completed with a Senior Judge dedicated to accompanying the Student Judge at all times.
 - a) Work in the following positions for at least one (1) complete go:
 - i. Start Goat Dressing
 - ii. Finish Goat Dressing
 - iii. Start/finish Pole Bending, Barrel Racing, and Flag Racing
 - iv. Act as pattern Judge in Pole Bending, Barrel Racing and Flag Racing
 - b) Work in the following positions for at least two (2) complete goes:
 - i. Start Steer Deco without the duty of watching the completion of ribbon and tag.

- ii. Start Wild Drag Race
 - iii. Whistle for the line in Chute Dogging
 - iv. Score Steer Riding/Bull Riding unofficially. The student's scores must be within 5 pts of the accompanying Senior Judge's scores to consider this requirement completed.
7. For promotion to Rookie Judge status, the Student Judge must:
- a) Pass a closed book rules exam covering the rules of the events the trainee took part in during their time as a Student Judge. This test will be administered by the Judges Area Lead or his/her Senior Judge appointee. There is no limit on the number of times this test can be taken but each try must be made on a different day. This requirement must be completed in the presence of the Judges Area Lead or his/her Senior Judge appointee. The Student Judge must achieve a score of at least 90% on this exam. The Judges Area Lead must review the questions not answered correctly with the trainee and require the trainee to demonstrate the ability to locate the correct answer in the rule book.
 - b) Upon satisfactory completion of all requirements, the Judges Area Lead will forward written documentation to the Rodeo Officials Committee, for review. Upon acceptance and approval by the ROC, the Student Judge will be promoted to Rookie Judge.
- C. Rookie Judge Requirements.
- 1. Rookie Judges are considered qualified to perform all skills mastered in the Student Judge program without direct supervision of a Senior Judge.
 - 2. Pass an open book rules exam administered by the Judges lead Area Lead covering the events for the Rookie Judge portion of the training program.
 - 3. Demonstrate basic competency in specific mechanical functions and rules required to judge the positions beyond the Student Judge program. Competency will be determined and documented by an IGRA Senior Judge. There is no minimum or maximum requirement for the number of rodeos required to finish this requirement. The competencies must be demonstrated in a live rodeo setting.
 - 4. Hands-on training. The following must be completed with a Senior Judge dedicated to accompanying the Rookie Judge at all times:
 - a) Work in the following positions for at least two (2) complete goes:
 - i. Finish Steer Deco
 - ii. Finish Wild Drag Race
 - iii. Judge Steer/Bull Riding as non-official timer demonstrating the ability to score contestants resulting in the same placement order as the accompanying Senior Judge. If Ranch Saddle Bronc is offered an additional go for this event should be judged. Judging Ranch Saddle Bronc is not required for certification since this event is rarely offered.
 - b) Work in the following positions for at least one (1) complete go:
 - i. Judge one complete go as official timer for Steer/Bull and/or Ranch Saddle Bronc Riding. There must be a minimum of three (3) stopwatch times within 0.8 seconds of the accompanying Senior Judge's time, regardless of the number of goes required to do so.
 - ii. Start Calf Roping on Foot
 - iii. Start Breakaway Roping
 - iv. Start Team Roping
5. Promotion to Junior Judge status

- a) Pass a closed book rules exam covering the rules of the events the trainee took part in during their time as a Rookie Judge. This test will be administered by the Judges Area Lead or his/her Senior Judge appointee. There is no limit on the number of times this test can be taken but each try must be made on a different day. This requirement must be completed in the presence of the Judges Area Lead or his/her Senior Judge appointee. The Rookie Judge must achieve a score of at least 90% on this exam. The Judges Area Lead must review the questions not answered correctly with the trainee and require the trainee to demonstrate the ability to locate the correct answer in the rule book.
- b) Upon satisfactory completion of all requirements, the Judges Area Lead will forward written documentation to the Rodeo Officials Committee, for review. Upon acceptance and approval by the ROC, the Rookie Judge will be promoted to Junior Judge.

D. Junior Judge Requirements.

1. Junior Judges are fully qualified to judge in all positions mastered in Student and Rookie Judge programs without direct supervision of a Senior Judge.
2. Pass an open book rules exam administered by the Judges Area Lead covering the events for the Junior Judge portion of the training program.
3. Demonstrate basic competency in the specific mechanical functions and rules required to judge the positions beyond the Student or Rookie Judge program. Competency will be determined and documented by any IGRA Senior Judge. There is no minimum or maximum requirement of the number of rodeos required to finish this requirement. The competencies must be demonstrated in a live rodeo setting.
4. Hands-on training. The following must be completed with a Senior Judge dedicated to accompanying the Junior Judge at all times.
 - a) Work in the following positions for at least four (4) complete goes:
 - i. Finish flag Chute Dogging
 - ii. Finish flag Calf Roping on Foot
 - iii. Finish flag Breakaway Roping. If logistically possible the first go judged should NOT be on horseback. At least one (1) of the remaining three (3) goes must be judged from horseback. At least two (2) legal catches must be flagged during the four (4) goes.
 - iv. Finish Flag Team Roping. If logistically possible the first go judged should NOT be on horseback. At least one (1) of the remaining three (3) goes must be judged from horseback. At least two (2) legal catches must be flagged during the four (4) goes.
5. Promotion to Senior Judge status
 - a) Pass a closed book rules exam covering the rules of the events the trainee took part in during their time as a Junior Judge. This test will be administered by the Judges Area Lead or his/her Senior Judge appointee. There is no limit on the number of times this test can be taken but each try must be made on a different day. This requirement must be completed in the presence of the Judges Area Lead or his/her Senior Judge appointee. The Junior Judge must achieve a score of at least 90% on this exam. The Judges Area Lead must review the questions not answered correctly with the trainee and require the trainee to demonstrate the ability to locate the correct answer in the rule book.
 - b) Upon satisfactory completion of all requirements, the Judges Area Lead will forward written documentation to the Rodeo Officials Committee, for review. Upon acceptance and approval by the ROC, the Junior Judge will be promoted to Senior Judge

- E. Senior Judge Requirements.
 - 1. Senior Judges are fully certified to judge all positions.
 - 2. There must be at least one Senior Judge who is not accompanying a Student, Rookie, or Junior Judge officiating in every arena in every rodeo event.
 - 3. Only Senior Judges may be invited to or serve as a Rodeo Judge at the Finals Rodeo.
 - 4. Senior Judges will assist with the training and development of Student, Rookie, and Junior Judges. Only Senior Judges may supervise and train Student, Rookie, and Junior Judges.
 - 5. Senior Judges will provide documentation of judging activities to the Judges Area Lead at the end of each rodeo. This will include reporting on the progress of Student, Rookie, and Junior Judges.

Section 3 Recertification.

- A. Refer to Standing Rule XIX, Section 7, for recertification process general requirements.
- B. Work as a Judge at least once each year at an IGRA–sanctioned rodeo other than Finals Rodeo. Judges who have not worked at least one rodeo in the current rodeo year may be recommended for recertification as a Rookie Judge at the discretion of the Rodeo Officials Committee if all other requirements have been completed. Upon successfully serving as a Rookie Judge at one rodeo, the Judge’s former status shall be reinstated.
- C. Prior to the last regularly scheduled Board of Trustees meeting, each certified Judge must attend a Judges seminar covering both PRCA Judges Handbook and the IGRA Rodeo Rules.

*Pages 72-73, Rule XXIII***RULE XXIII AUDITOR CERTIFICATION PROGRAM****Section 1 Responsibilities.**

- A. Work closely with the Rodeo Secretary to ensure that scores, times, and results are recorded accurately and timely in the rodeo records and IGRA records.
- B. Submit a report to the Trustees meeting following the final event, but prior to the awards presentations.
- C. Refer to Article XI Auditors, Section 2, and Paragraph B Duties.

Section 2 Certification.

- A. Requirements for certification.
 - 1. Refer to Standing Rule XIX, Section 3. A. 9 regarding previous experience.
 - 2. An individual may enroll in the Auditor Certification Program by submitting an application to the **ROC** committee chair and upon **for** approval by the **ROC** committee chair and the IGRA Rodeo Auditor.
 - 3. Successfully complete the Secretary and Scorekeeper certification programs.
 - 4. Serve as the Rodeo Secretary at a minimum of three (3) IGRA–sanctioned rodeos, excluding Finals Rodeo.
 - 5. Work under the supervision of an IGRA Rodeo Auditor as an Assistant Auditor at a minimum of three (3) IGRA–sanctioned rodeos, excluding Finals Rodeo.
 - 6. Attend or conduct a Rodeo Secretary and Scorekeeper seminar and successfully pass each of the examinations with a score of 90% or better after the conclusion of the seminar.
 - 7. Certification may be recommended by mutual agreement of the committee chair and the IGRA Rodeo Auditor.
 - 8. Refer to Standing Rule XIX, Sections 2 and 3, for general certification requirements.

Section 3 Recertification.

- A. Refer to Standing Rule XIX, Section 7, for recertification process general requirements.
- B. Serve as the IGRA Rodeo Auditor, appointed certified Auditor, or Assistant Auditor for at least one (1) rodeo during the current year, excluding Finals Rodeo.
- C. If a certified Auditor is unable to meet one of the above requirements, the individual must attend a Secretary and Scorekeeper seminar before being recommended for recertification.
- D. The **ROC** committee chair and the IGRA Rodeo Auditor must approve a recommendation for recertification.

*Pages 73-74, Rule XXIV***RULE XXIV SECRETARY CERTIFICATION PROGRAM****Section 1 Responsibilities.**

- A. Supervise the Scorekeeper and other secretarial staff.
- B. Ensure that adequate secretarial staff are available.
- C. Work closely with the Rodeo Auditor to ensure that all scores, times, and results are recorded accurately and timely in the rodeo records and IGRA records.
- D. Work closely with the Rodeo Announcer to ensure that times and scores are announced as quickly as possible.
- E. Ensure that adequate secretarial supplies and forms are available at the rodeo.

Section 2 Certification.

- A. Refer to Standing Rule XIX, Section 3. A. 9 regarding previous experience.
- B. Serve as a certified Scorekeeper at a minimum of one (1) IGRA–sanctioned rodeo.
- C. Serve as an Assistant Secretary at a minimum of three (3) IGRA–sanctioned rodeos. Member Associations will not refuse any reasonable request from an applicant to serve as an Assistant Rodeo Secretary.
- D. Refer to Standing Rule XIX, Sections 2 and 3, for general certification requirements.
- E.

Section 3 Recertification.

- A. Refer to Standing Rule XIX, Section 7, for recertification process general requirements.
- B. The following shall be acceptable each year for recertification.
 - 1. Serve as one of the following at a minimum of one (1) IGRA–sanctioned rodeo, excluding Finals Rodeo.
 - a. IGRA Rodeo Auditor.
 - b. Appointed Certified Rodeo Auditor.
 - c. Assistant Rodeo Auditor.
 - d. Rodeo Secretary.
 - e. Assistant Rodeo Secretary.
 - 2. If a certified Secretary is unable to meet one of the above requirements, the individual must attend a seminar before being recommended for recertification.

Pages 74-75, Rule XXV

RULE XXV SCOREKEEPER CERTIFICATION PROGRAM

Section 1 Responsibilities.

- A. Ensure that an adequate number of Timers are always available during the rodeo.
- B. Supervise activities of all Timers.
- C. Accurately and legibly record all scores and times for the rodeo.
- D. Relay scores and times to the Rodeo Announcer as quickly as possible.

Section 2 Certification.

- A. Refer to Standing Rule XIX, Section 3. A. 9 regarding previous experience.
- B. Requirements:
 - 1. Serve as a Timer at a minimum of three (3) IGRA–sanctioned rodeos. Host associations will not refuse any reasonable attempt from an applicant to serve as a Timer.
 - 2. Serve as an Assistant Scorekeeper at three (3) IGRA–sanctioned rodeos covering all IGRA–approved rodeo events.
 - 3. Refer to Standing Rule XIX, Sections 2 and 3, for general certification requirements.

Section 3 Recertification.

- A. Refer to Standing Rule XIX, Section 7, for recertification process general requirements.
- B. The following shall be acceptable each rodeo year for recertification.
 - 1. Serve as one of the following at a minimum of one (1) IGRA–sanctioned rodeo, excluding Finals Rodeo:
 - a. IGRA Rodeo Auditor.
 - b. Appointed certified **Certified** Rodeo Auditor.
 - c. Assistant Rodeo Auditor.
 - d. Rodeo Secretary.
 - e. Assistant Rodeo Secretary.
 - f. Rodeo Scorekeeper.
 - g. Assistant Rodeo Scorekeeper.
 - 2. If a certified Scorekeeper is unable to meet one of the above requirements, the individual must attend a seminar before being recommended for recertification.

Page 75, Rule XXVI

RULE XXVI ARENA CREW COORDINATOR

Section 1 Responsibilities.

- A. Coordinate the quick and efficient setup of the arena for all required events per specification and measurements detailed in the Rodeo Rule Book to ensure safe and fair competition.
- B. Assist the Arena Director in any other areas, as requested.
- C. Recruit volunteers for each rodeo.
- D. Direct arena crew volunteers to ensure smooth and timely transition between events.
- E. Prior to the first go-round consult with the Arena Director and Contestant Liaison, if available, to determine the stopping and timing light distance for speed events based on the arena size.

Section 2 Certification.

- A. Refer to Standing Rule XIX, Section 3.A.9 regarding previous experience.
- B. Applicants must have been an:
 - 1. Arena crew volunteer for a minimum of three (3) IGRA-sanctioned rodeos.
 - 2. Assistant Arena Crew Coordinator for a minimum of three (3) IGRA-sanctioned rodeos.
 - 3. Assistant Arena Director for a minimum of one (1) IGRA-sanctioned rodeo.

Section 3 Recertification

- A. Refer to Standing Rule XIX, Section 7, for recertification process general requirements.
- B. Applicant must have served as one of the following at a minimum of one (1) IGRA Sanctioned rodeo, excluding Finals Rodeo:
 - 1. Arena Director
 - 2. Assistant Arena Director
 - 3. Arena Crew Coordinator
 - 4. Assistant Arena Crew Coordinator
- C. **If a certified Arena Crew Coordinator is unable to meet one of the above requirements, the individual must attend an Arena Crew Coordinator seminar before being recommended for recertification.**