

## 2.19 CONTROLLER ACCREDITATION POLICY

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### 1 Introduction

Accreditation as an Orienteering Australia (OA) Event Controller is available at three levels (Level 3, 2 and 1) through the Controller Accreditation framework. Completing the Australian Sports Commission Officiating General Principles online course is a prerequisite before a Controller can enter this accreditation scheme. A Controller appointed to control a particular event shall be accredited at the correct (or higher) level for that event, as described below. The role and minimum responsibilities of Controllers are as defined in clause 31 of the Competition Rules for orienteering and clause 31 of the Competition Rules for mountain bike orienteering.

### 2 Grouping of Events for Controlling

For the purposes of Controller accreditation and re-accreditation, the grouping of events as defined in Orienteering Competition Rule 1.7 and Mountain Bike Orienteering Competition Rule 31 is further sub-divided as follows:

#### 2.1 Group A Events

##### Sub-group A1

- Australian Championships (Long Distance, Middle Distance, Sprint Distance and Relay),
- Australian 3 Days (overall),
- National Orienteering League Events (see also A2)
- Oceania Championships (Long Distance, Middle Distance, Sprint Distance and Relay)



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### Sub-group A2

- Australian 3 Days (single days)
- National Orienteering League elite classes in a series overseen by a Level 3 OA Controller.
- MTBO Australian Championships

## 2.2 Group B Events

### Sub-group B1

- All State Championships (Long Distance, Middle Distance, Sprint Distance, and Relay),
- Australian Schools Championships (Long Distance, Sprint Distance and Relay),
- MTBO National Series events

### Sub-group B2

- Badge Events, other events as determined by Member States/Territories

## 2.3 Group C Events

### Sub-group C1

- Orienteer of the Year, State League etc and/or Pre-entry events justifying a Controller.

### Sub-group C2

- Other minor events.

## 2.4 The minimum levels of OA Controller as required by OA for events under its control or as recommended to Member States/Territories for other events are as follows:

|              |   |
|--------------|---|
| Sub-group A1 | Level 3                                     |
| Sub-group A2 | Level 2                                     |
| Sub-group B1 | Level 2                                     |
| Sub-group B2 | Level 2                                     |
| Sub-group C1 | Level 1 plus experience in pre-entry events |
| Sub-group C2 | Level 1                                     |

## 3 Responsibility for Accreditation of OA Controllers

Accreditation of OA Controllers at Level 3 is the responsibility of the OA Board through the Director, Technical. In order to gain accreditation as a Level 3 OA Controller the minimum requirements defined below shall be met.

The accreditation of OA Controllers at Levels 2 and 1 is the responsibility of individual Member States/Territories. In order to gain accreditation as a Level 2 or 1 OA Controller the minimum requirements defined below shall be met.

~~It is recommended that Controllers at all levels document their activities using the accreditation/reaccreditation forms for either orienteering or mountain bike orienteering accreditation available from the OA website and submit to their state or national Technical Director as appropriate, with copies to the Manager, Coaching & Officiating Development.~~

~~who will process the applications once endorsed by a Member State/Territory or Director, Technical.~~

It is recommended that Controllers at all levels document their activities using the accreditation/reaccreditation forms for either orienteering or mountain bike orienteering accreditation available from the OA website and submit to their state (level 1 and 2 foot, level 1 MTBO) or national (level 3 foot, level 2 MTBO) Technical Director as appropriate. Once the application is endorsed by a Member State/Territory or Director, Technical a copy shall be forwarded to the Manager, Coaching & Officiating Accreditation who will process the application to finalise accreditation.

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Code of Conduct forms available from the OA website should be submitted with applications for accreditation/reaccreditation.

Note that although reaccreditation is required every 5 years, the activities which count towards points for reaccreditation can take place over the preceding 8 years.

#### **4 Level 3 Event Controller**

4.1 **A Level 3 Controller is required for all Group A1 events** and any other events as determined by the Board.

4.2 To be accredited as a Level 3 Controller the following minimum requirements shall have been met:

- at least 4 years current competition experience in A or Elite classes.
- competed in several Group A events, including events held interstate, within the past 4 years.
- have a range of experience in controlling or planning all course formats; been the main course planner at a Group A or Sub-group B1 event within the previous 8 years;
- been the main organiser of a Group A or Group B event within the previous 8 years;
- successfully controlled a Sub-group A2 or Group B event within the previous 8 years; ideally within the last 4 years. If not possible within the last 4 years, shall have either organised or been the main course planner at a Group A event in the last 4 years;
- attended a National Controller Workshop (Level 3); and
- Endorsement by the Member State /Territory.

4.3 Accreditation at Level 3 must be authorised by the Board through its Director, Technical and shall be valid for 5 years.

4.4 Provisional accreditation only, may be awarded until the candidate successfully completes controlling an imminent Group A or Sub-group B1 event.

4.5 When a Controller's accreditation expires, re-accreditation is obtained by accumulating a set number of points for tasks as per the table for orienteering at the end of this appendix. Note that the points are accumulated over a rolling 8 year period.

#### **5 Level 2 Event Controller**

5.1 A Level 2 Controller (or above) is required for all **Sub-group A2 or Group B events** and any other events as determined by the Member State /Territory.

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- 5.2 To be accredited as a Level 2 Controller the following minimum requirements shall have been met:
- At least 3 years current competition experience, including a substantial number of events in A or Elite classes.
  - Competed in several Group A or B interstate events, within the past 3 years.
  - The main course planner at a Group A, B or Sub-group C1 event within the previous 8 years.
  - The main organiser of a Group A, B or Sub-group C1 event within the previous 8 years.
  - Successfully controlled a Group C event within the previous 8 years; ideally within the last 4 years. If not possible within the last 4 years, shall have either organised or been the main course planner at a Group B event in the last 4 years.
  - Ideally have attended both a Course Planning and Event Organising workshop.
  - Ideally have a range of experience in controlling or planning all course formats; attend a State Controller Workshop (Level 2).
  - Endorsement by the Member State /Territory.
- 5.3 Accreditation at Level 2 must be authorised by the Member State /Territory and shall be valid for 5 years.
- 5.4 Provisional accreditation may be awarded until the candidate successfully controls a Sub-group A2, Group B or Sub-group C1 event.
- 5.5 When a Controller's accreditation expires, re-accreditation is obtained by accumulating a set number of points for tasks for orienteering or completion of required tasks for mountain bike orienteering as per the tables at the end of this appendix. Note that the points/tasks are accumulated over a rolling 8-year period.

## **6 Level 1 Event Controller**

- 6.1 A Level 1 Controller is required for Sub-group C1 and C2 or other events as determined by the Member State /Territory.
- 6.2 To be accredited as a Level 1 Controller the following minimum requirements shall have been met:
- Be capable of completing orienteering courses set to hard navigation standard.
  - Have set courses successfully at all levels from very easy to hard navigation standard.
  - Have a range of organisational experience covering all aspects of a Group C event.
  - Attend at least one of a Course Planning or Event Organising workshop; attend a State Controller Workshop (Level 1).
  - Have completed the online Officiating General Principles course.
  - Be endorsed by their Member State /Territory.
- 6.3 Accreditation at Level 1 must be authorised by the Member State /Territory and shall be valid for 5 years.
- 6.4 Provisional accreditation may be awarded until the candidate successfully controls a Group C event.



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- 6.5 When a Controller's accreditation expires, re-accreditation is obtained by accumulating a set number of points for tasks for orienteering or completion of required tasks for mountain bike orienteering as per the tables at the end of this document.

Note that the points/tasks are accumulated over a rolling 8-year period.

**7 Initial Accreditation -Orienteering**

Details of the points required for initial-accreditation are set out in the following table:

| Task   | Number of points towards initial accreditation at: |  |                   |
|--|--|--|-------------------|
|  | Level 1  | Level 2  | Level 3           |
| * Mandatory Task: If these cannot be fulfilled within 8 years, discussion with Technical Director may be entered into. |  |  |                   |
| <b>Controlling</b>   |  |  |                   |
| Group A2 or B event within past 4 years  | NA   | NA   | 40*               |
| Group A2 or B event within past 8 years  | NA   | NA   | 30                |
| Group C event within past 4 years  | NA   | 30*  | NA                |
| Group C event within past 8 years  | NA   | 20   | NA                |
| <b>Course Planning</b>   |  |  |                   |
| Group A event  | 25   | 25* or   | 25* or            |
| Group B event  | 20   | 20* or   | 20                |
| Group C1 event   | 15* or   | 15   | NA                |
| Group C2 event   | 10   | NA   | NA                |
| <b>Organising</b>  |  |  |                   |
| Group A event  | 25   | 25* or   | 25* or            |
| Group B event  | 15   | 15* or   | 15                |
| Group C1/2 event   | 10*  | 10   | NA                |
| <b>Attend</b>  |  |  |                   |
| Controller update session  | 20*  | 20*  | 20*               |
| Organiser/course planning course   | 10   | 10   | 10                |
| <b>Conduct</b>   |  |  |                   |
| Controller workshop  | NA   | 20   | 20                |
| <b>Train</b>   |  |  |                   |
| New controller   | NA   | 10   | 10                |
| <b>Other</b>   |  |  |                   |
| Appropriate tasks as determined by State Association Technical Director for L1 & L2 or OA Technical Director for L3.   | Can include participation in Group A and B events  | Can include attendance at / participation in international events and IOF Event Advising |                   |
| <b>Total Points Required</b>   | <b>60</b>  | <b>75</b>  | <b>100</b>        |
| <b>Accreditation Period</b>  | <b>5 years</b>                                     | <b>5 years</b>   | <b>5 years</b>    |
| Points can be accumulated over previous  | <u>8-58</u> years                                  | <u>8-58</u> years  | <u>8-58</u> years |

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## 8 Re-accreditation - Orienteering

Details of the points available for re-accreditation are set out in the following table:

| Task  | Number of points towards initial accreditation at: |           |  |
|---|--|-----------|--|
|   | Level 1  | Level 2   | Level 3  |
| * Mandatory Task: If these cannot be fulfilled within 8 years, discussion with Technical Director may be entered into.    |  |           |  |
| <b>Controlling</b>  |  |           |  |
| Group A event   | NA   | NA        | 40*  |
| Group A2 or B event   | NA   | 30*       | 30   |
| Group C event   | 20*  | 20        | NA   |
| <b>Course Planning</b>  |  |           |  |
| Group A event   | 25   | 25        | 25   |
| Group B event   | 20   | 20        | 20   |
| Group C1 event  | 15   | 15        | NA   |
| Group C2 event  | 10   | NA        | NA   |
| <b>Organising</b>   |  |           |  |
| Group A event   | 25   | 25        | 25   |
| Group B event   | 15   | 15        | 15   |
| Group C1/2 event  | 10   | 5         | NA   |
| <b>Attend</b>   |  |           |  |
| Controller update session   | 20*  | 20*       | 20*  |
| Organiser/course planning course  | 10   | 10        | 10   |
| IOF Event Adviser Workshop  | NA   | NA        | 10   |
| <b>Conduct</b>  |  |           |  |
| Controller workshop   | 20   | 20        | 20   |
| <b>Train</b>  |  |           |  |
| New controller  | 10   | 10        | 10   |
| <b>Other</b>  |  |           |  |
| Appropriate tasks as determined by Member State/Territory Technical Director for L1 & L2 or OA Technical Director for L3. | Can include participation in Group A and B events  |           | Can include attendance at / participation in international events and IOF Event Advising |
| <b>Total Points Required</b>  | <b>60</b>  | <b>75</b> | <b>100</b>   |
| Re-accreditation period   | 5 years  | 5 years   | 5 years  |
| Points can be accumulated over previous   | 8 years  | 8 years   | 8 years  |

[For the purposes of this policy, being the L3 controller at the most recent Australian Championships or Australian 3-Days hosted by the controller's state may be included even if that is more than 8 years ago. Being the IOF Senior Event Adviser or National Controller at an IOF High Level Event will normally be considered as equivalent to being Controller at a Group A event \(only one set of points can be claimed for the same event\).](#)

**9 Accreditation/~~Re-accr~~editation - Mountain Bike Orienteering**

Details of the tasks required for initial accreditation ~~and re-accr~~editation are set out in the following table:

| Task  | Level 1         | Level 2  |
|---|-----------------|----------|
| <u>Attend Course planning training session</u>            | <u>Required</u> |          |
| <b>Course Planning</b> –non-championship event            | Required        |          |
| <b>Attend</b> Event Organising training sessions          | Required        |          |
| <b>Organising</b> –non-championship event                 | Required        |          |
| <b>Attend</b> controller training course                  | Required        |          |
| <b>Sign</b> an OA Code of Ethics form                     | Required        |          |
| <b>Complete</b> the Officiating General Principles course | Required        |          |
| <b>Controlling</b> non championship event                 |                 | Required |
| <b>Course Planning</b> championship event                 |                 | Required |
| <b>Organising</b> championship event                      |                 | Required |
| <b>Attend</b> controller update session                   |                 | Required |

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**NOTE 1:** Tasks must have been undertaken in the previous 8 years.

**NOTE 2:** Level 1 and Level 2 accreditation expires after 5 years.

**10 Reaccreditation – Mountain Bike Orienteering**

Details of the tasks required for reaccreditation are set out in the following table:

| Task   | Level 1         | Level 2         |
|--|-----------------|-----------------|
| <u>Controlling non championship event</u>        | <u>Required</u> |                 |
| <u>Course Planning non-championship event</u>    | <u>Required</u> |                 |
| <u>Organising – non-championship event</u>       | <u>Required</u> |                 |
| <u>Controlling - championship event</u>          |                 | <u>Required</u> |
| <u>Course Planning – championship event</u>      |                 | <u>Required</u> |
| <u>Organising – championship event</u>           |                 | <u>Required</u> |
| <u>Attend controller update session</u>          | <u>Required</u> | <u>Required</u> |
| <u>Attend organiser/course planning workshop</u> | <u>Optional</u> | <u>Optional</u> |
| <u>Mentor a new controller</u>                   | <u>Optional</u> | <u>Optional</u> |
| <u>Conduct controller workshop</u>               | <u>Optional</u> | <u>Optional</u> |

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**NOTE 1:** Tasks must have been undertaken in the previous 8 years.

**NOTE 2:** Level 1 and Level 2 accreditation expires after 5 years.

**NOTE 3:** Where a required task can't be met, an optional task may be substituted by negotiation.

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**119 Review of Policy**

**119.1** This policy shall be reviewed annually by the Board of Orienteering Australia.





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### **12 Changelog**

November 2024 Alignment with tables in approved Controller Framework for accreditation and reaccreditation. Insertion of accreditation period line in Table in Clause 7. Addition of first line in Table in Clause 9. New Clause 10 to separate out tasks for mountain bike orienteering controller accreditation and reaccreditation

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