



UCWDC® OFFICIAL OBSERVER POLICY

Version 1.0

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CONTENTS

1. INTRODUCTION	3
1.1 Purpose	3
1.2 References	3
2. OBSERVER SCENARIOS	4
2.1 Provisionally licensed UCWDC Affiliate Events:	4
2.2 Provisionally Sanctioned Events:	4
2.3 Assigned events due to violation:	4
3. OFFICIAL OBSERVER SELECTION	4
4. OFFICIAL OBSERVER RESPONSIBILITIES	5
4.1 Statistics	5
4.2 Key functions.	5
4.3 Event as promoted.	5
4.4 General Report of the flow of the event.	6
4.5 Focus on specific areas.	6
4.6 Recommendations	6
5. DUTIES OF THE MEMBER EVENT	6
6. ETIQUETTE AND SAFETY	6



1. INTRODUCTION

The United Country Western Dance Council® is inspired by the vision of a thriving global dance community featuring a world-class competition circuit and a Championship event on every continent in addition to the long-standing Country Dance World Championships®. The UCWDC® oversees the largest competition circuit for country dance in the world, including partner and line dance styles. Our mission is to provide our members with the structure, tools, education, and support they need to thrive in our circuit.

1.1 Purpose

To maintain our status as the largest, most established organization representing the competitive country dance community worldwide, we provide education, training, certification, and professional support. We create and maintain world-class systems and processes including competitions rules, judging standards, scorekeeping excellence, standardized music lists, and trustworthy data management. There are 3 scenarios according to our bylaws (reference) that will require an official observer:

- Provisionally sanctioned events year 1 and year 2
- Affiliate events year 1
- Assigned by the council

The purpose of this policy is to establish a guideline for official UCWDC observer who will collect information at Regional Events and report to the general council. The official observer report shall give the council a very detailed overview, supported by pictures and report on the general atmosphere.

1.2 References

UCWDC Bylaws 20.11.1: All Provisionally Licensed UCWDC Affiliate Events must be attended by an Official United Country Western Dance Council Observer. The Official Observer of a Provisionally Licensed Affiliate Event may be a Director of a Fully Sanctioned Member Event.

UCWDC Bylaws 20.11.2: All Provisionally Sanctioned Events must be attended by an Official United Country Western Dance Council Observer. The Official Observer of a Provisionally Sanctioned Event must be from a different region.

UCWDC Bylaws 20.17: Any Fully Sanctioned or Fully Licensed Affiliate Member Event who violates the Bylaws and/or the UCWDC Rules and Scoring Format must agree that the violator's next event be quietly monitored by a UCWDC Official Observer who must be fully reimbursed for their expenses pursuant to articles herein.

UCWDC Regional Representative Policy: Item 2.7 (page 3) *"duties: Be named as an eligible Official Observer for the UCWDC and attend events outside your region, as requested or assigned by the General Council. Official UCWDC Official Observer duties are outlined in the UCWDC Bylaws and Policies & Procedures manual."*
UCWDC General Policies

UCWDC Bylaws 20.11.3: The Official Observer shall have unrestricted access to witness any and all meetings and/or activities conducted at the Provisionally Sanctioned or Provisionally Licensed Event. The Official Observer may be any Director of a Sanctioned Member Event in good standing of the council who shall be limited to serving as an Official Observer for two (2) Sanctioned events and four (4) Licensed Affiliate Events per calendar year.



2 OBSERVER SCENARIOS

There are 3 different scenarios according to our Bylaws that require an observer.

2.1 Provisionally licensed UCWDC Affiliate Events: year 1 and 2, Bylaws 20.11.1

All Provisionally Licensed UCWDC Affiliate Events must be attended by an Official United Country Western Dance Council Observer.

2.2 Provisionally Sanctioned Events: year 1 and 2, Bylaws 20.11.2

All Provisionally Sanctioned Events must be attended by an Official United Country Western Dance Council Observer.

2.3 Assigned events due to violation: Any Fully Sanctioned or Fully Licensed Affiliate Member

Event who violates the Bylaws and/or the UCWDC Rules and Scoring Format must agree that the violator's next event be quietly monitored by a UCWDC Official Observer who must be fully reimbursed for their expenses pursuant to articles herein (Bylaw 20.17).

3. OFFICIAL OBSERVER SELECTION

In case an Official Observer is needed, different criteria are to be met according to the scenario.

The following items are clarifications of the current UCWDC Bylaws (Article 20.11 – Attendance of Official Observer) Adapted from the General Procedure. The Official Observer may be any Director of a Sanctioned Member Event in good standing of the council who shall be limited to serving as an Official Observer for two (2) Sanctioned events and four (4) Licensed Affiliate Events per calendar year.

- a. The Official Observer cannot hold the position of Contest Coordinator, Scoring Director, Scoring Personnel, DJ or Event Registration Personnel.
- b. The Official Observer for a Provisionally Sanctioned Event cannot be from the same Region as the event. The "Region" is defined by the "UCWDC Regional Representative Policy"
- c. If an Observer is used to evaluate a First Year Provisional event the same Observer may not be used for the same events Second Year Provisional review.

3.1 The Official Observer of a Provisionally Licensed Affiliate Event may be a Director of a Fully Sanctioned Member Event or the Mentor Event in the State, Country, Region.

3.2 The Official Observer of a Provisionally Sanctioned Event must be from a different region. UCWDC Regional Representative Policy are eligible observer. The Provisionally Sanctioned Event can choose the Official Observer in accordance to the UCWDC Bylaws and P&P.

3.3 In case of a violation according to our Bylaws 20.17 the Council decides who the Official Observer will be. UCWDC Regional Representative Policy are eligible observer as well as other members of the council who hold the expertise in specific topics, e.g. scoring.



4. OFFICIAL OBSERVER RESPONSIBILITIES

The selected official observer shall attend the Member Event in person. A detailed written report shall be handed no later than 10 days after the event and observation.

In support of Bylaw Article 20.11.5 – The Official Observer must complete, in full the “Official Observer Evaluation Form”, obtained from the Secretary.

Following aspects need to be documented and supported by pictures:

4.1 Statistics.

Total attendees, total competitors, total spectators, competing couples, competing line dancers, competing Ams, competing teams, dance entries, any other non UCWDC competition offered

4.2 Key functions.

- Contest Coordinator
- Scoring System and Scoring Director
- DJ, MC
- Judges

4.3 Event as promoted.

- All divisions and dance categories offered as advertised?
- Was UCWDC Rules and Scoring format used?
- Was ‘Skating System’ scoring used?
- Were any problems encountered with the judging staff?
- Were any problems encountered with the scoring system?
- Were any problems encountered with the competition?
- Were all Awards and Prizes given out as advertised?
- Were there any problems with Registration?
- Were there any general scheduling problems?
- Were there any workshop scheduling problems?
- Were there any facility problems?
- How did overall organization & activities compare with the original proposal presented to the UCWDC?
- List any complaints that were brought to your attention during the weekend:



4.4 General Report of the flow of the event.

4.5 Focus on specific areas.

4.6 Recommendations.

5. DUTIES OF THE MEMBER EVENT

In accordance to our Bylaws 20.11.3 the Official Observer shall have unrestricted access to witness any and all meetings and/or activities conducted at the Provisionally Sanctioned or Provisionally Licensed Event.

- Access to information
- Introduction of the official observer representative
- Invite official observer representative to staff meetings
- Cover costs for the official observer

6. ETIQUETTE AND SAFETY

To retain our high standards we appreciate all involved parties to adhere to comply with common etiquette and safety standards.

- Official observer and the Event Director shall mutually cooperate
- No participant shall harass or threaten the other
- Interfering with the flow of the event at any time is not permitted
- Respect social and cultural differences

END OF POLICY