

NORTH AMERICAN FLYBALL ASSOCIATION, INC.®

TOURNAMENT DIRECTOR  
QUESTIONS & ANSWERS

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This document is meant to be a guide for Tournament Directors (TD). It is not a comprehensive list of duties, but rather a gathering of frequently asked questions regarding a TD's responsibilities. It focuses on duties required after a tournament is sanctioned.

**Q) Now that my tournament has closed, and have all the entries, who is responsible for setting the divisions? And what do I submit for approval?**

A) The responsibility of creating the divisions lies with the TD. A proposed division layout and racing format must be submitted to the Regional Director (RD) for approval. This should occur in a timely manner, as the schedule is dependent on this step, and both the divisions and schedule may require multiple revisions. If the RD does not initially approve the division layout and racing format, they will likely provide an explanation, and may suggest alternatives. The RD is looking to ensure that the division break downs are fair and meet NAFA's requirements. Some divisions (i.e. 2 or 3 team regular or multibreed proposals) will require Executive Director approval.

**Q) Why do racing formats need to be submitted along with divisions?**

A) Part of the RD's analysis is looking to see if the format will fall within NAFA's regulations. NAFA has maximum number of heats allowed per day. The RD needs to be able to check this, in order to approve.

**Q) Can the RD dictate what the divisions need to be or what the format needs to be?**

A) Provided the format is deemed fair, and meets NAFA requirements, no. The RD may advise the TD that the format may not be popular in their particular region and provide guidance, but the TD is ultimately responsible for the format offered.

**Q) Who is responsible for generating the schedule?**

A) The TD is responsible for generating their tournament's schedule. Use of NAFA's schedule generator is optional. In some regions, the RD may take on the task of creating schedules – but this is by no means a requirement for the RD, nor is a TD required to use the RD's services. If the TD wishes to use NAFA's schedule generator, the RD can advise on how to get this done.

**Q) What format should the schedule be submitted to the RD for approval and what is the RD looking for?**

A) This will likely vary from Region to Region. It is advised that you reach out to your local RD and ask. If they are using the spreadsheet schedule checker, it is

very helpful to have a set format. Others may have different methods. Please ask your RD for their desired format to help make it a smooth process.

**Q) When the RD analyses the divisions & format, how does the race format (i.e. 3 of 3, 4 of 4, 5 of 5 or 3 of 5) play in to that decision?**

A) The RD is only looking to ensure the format doesn't violate NAFA's heat maximum requirement, and is applied fairly (i.e., the same format should be used for all teams in a division). A notable exception is if Open is combined with Vets in a division; In this case, it is acceptable to have a reduced heat count whenever the Open teams race the Vets teams, provided it is applied every time. Even if the seed times in the division have a wide disparity, this doesn't dictate the formats allowed. While some might like a 4 of 4 format when the spread on seed times is large, that doesn't make it more "fair" since every team in the division is running the same format. Host clubs may wish to provide a set number of heats in those cases, but the RD will not approve/deny based only on that criteria. Again, they may advise if the decision will be unpopular, but this advice is meant to help the TD make the decision.

**Q) Can the RD simply make changes to the format or divisions?**

A) No, even if they don't approve the proposed divisions, format, or schedule, the RD is not responsible for changing it. An RD may offer assistance, suggestions and help, but they shouldn't change it without consulting with the TD.

**Q) Where should I expect the most input and dialogue with the RD?**

A) Breaking down the actual divisions will probably involve the most discussion. Because of so many regional differences, for example in volume of entries, it is impossible for NAFA to prescribe a standard division format that would work in all cases. The RD's responsibility is to look for the fairest splits possible in divisions. In some regions this may mean no more than one second between top seed and bottom seed. In other regions it could be six seconds. The RD is there to be NAFA's oversight to ensure the fairest possible format, that NAFA's rules are being followed, and to advise the TD regarding preferences in the region.

**Q) As a TD, I don't like the standard formats our region tends to run. Can I do things differently?**

A) Absolutely, TDs are welcome to offer a new or different type of format. The RD is there to help create the tournament you want, within reason. In some cases, the RD may advise against certain choices, but should not dictate what formats must be. If TDs wish to try something new, it's advisable to reach out to competitors and tell them what you're trying to achieve as it may help smooth over the transition. Ensure you communicate what you're trying to achieve with your RD clearly. The RD is there to help you.

**Q) What about scoring a tournament, who should do that? Both for divisions results and results submitted to NAFA?**

A) Both are the responsibility of the TD. The RD will ensure you have a clearly outlined scoring methodology in place and it's published in your welcome letter. If a scenario unfolds that isn't covered in the documentation, the RD should be involved to help resolve the dispute.

**Q) Who is responsible if there are issues with competitors and/or the judge?**

A) The RD, judges, and TD have different levels of authority:

- The RD has the authority to excuse competitors for breaches of NAFA's Code of Ethics, and unsportsmanlike conduct. Should the TD witness such conduct, they should engage the RD.
- If there are violations to the facility policies (which should be published for competitors to clearly understand) the TD should also engage the RD to remediate the situation.
- The TD has the authority to excuse a team that does not show just cause for forfeiting a race. It is highly recommended the TD consult with the RD in these types of situations, both for support and, as the RD likely attends all tournaments in the region, to potentially gain additional insight.
- If there is an infraction or policy breach within the ring itself, the judge has the authority to excuse a competitor, and it's advisable that all three (TD, RD and Judge) work together to resolve the issue.
- If there is an issue with a judge, the TD should directly discuss the issue with the judge first –as TDs are responsible for hiring judges. If the issue requires further attention, follow up can be initiated with the ED or other NAFA officials after the event from either the RD or TD. It's important that all parties involved attempt open discussion, as it tends to be a positive step towards remediation.