

## Appendix J Pre-Concours Judges Meeting and

### JCNA Concours Team Lead and Scrutineer Responsibilities Worksheet

(2025 AGM Admin)

This list is meant to be used as a means to facilitate the responsibilities of a JCNA Scrutineer. The JCNA Judges Rule Book is the master document and takes precedence over anything contained here.

- \_\_\_\_\_ Verify the Entrant's Information is complete, i.e., Name, Vehicle, Class, JCNA Number are on the Title page and on all Component sheets.
- \_\_\_\_\_ Review all rule changes for the current year.
- \_\_\_\_\_ New Rule for 2025, Batteries, **IN THEIR OWN COMPARTMENTS**, are not judged.
- \_\_\_\_\_ All Entries in the same class have the same team of judges, with each Judge assigned to the same area.
- \_\_\_\_\_ Box for Entrant or Family member present must be checked on ALL sheets?
- \_\_\_\_\_ Driven Division Only: "Engine Verification" box has "Y" or "N".
- \_\_\_\_\_ **Operation Verification** deductions are correct for horns & lights and Non-Authenticity items are listed and are Initialed by Entrant.
- \_\_\_\_\_ **O.V. Team Lead Judge's** Name and JCNA Number are recorded on Title page.
- \_\_\_\_\_ **Primary Judging Team Lead Judge's** Name and JCNA Number are recorded on the Title page.
- \_\_\_\_\_ Component Judge's Name and JCNA Number are recorded on each Component sheet.
- \_\_\_\_\_ Check that all written deductions fall within the **Minimum and Maximum values** Allowed by the sheet and are legible. (**Judges should be using Pencil**)
- \_\_\_\_\_ Component sections or single item lines that have no deductions **or are not applicable and** should be **Lined Through** for clarification: i.e., Hood, hood Env. Etc. when Entrant's Vehicle is a sedan or FHC, and or a single line has no deductible values. See Examples below:

**Hood, Hood Env., Side Curtains, Tonneau**  
OTS/DHC, XJ6C/XJ12C/XJ-SC Only – No Saloons

25	Scratched/torn/hole	0.1	4	.
26	Poor fit	0.2	4	.
27	Frayed/loose bindings	0.2	4	.
28	Faded	0.4	4	.
29	Creased/wrinkled	0.2	4	.
30	Cleanliness	0.1	5	.

**Wheels (Wire, Disc, Alloy, Chrome, Painted)**

31	Damaged/dented	0.2	10	.
32	Pitted/chipped/scraped	0.2	10	0.2
33	Rusted	0.2	10	.
34	Cleanliness	0.1	20	0.4

- \_\_\_\_\_ Condition & Cleanliness (CC) location descriptions are completed and legible to Match point deductions on all pages.
- \_\_\_\_\_ Discuss any authenticity deductions with the Team Lead prior to discussing with the Entrant.
- \_\_\_\_\_ The Entrant initials all Non-Authenticity deductions on all pages.
- \_\_\_\_\_ All Non-Authenticity deductions are verified as correct using Judge's Manual Chapter VI.
- \_\_\_\_\_ No Bold Total boxes at section ends are to be totaled by Field Judges.
- \_\_\_\_\_ Questions or Challenges refer to the Judging Team and or Chief Judge for BEST resolution.
- \_\_\_\_\_ All errors and or issues addressed.