

## 1. ACCESS TO THE WORLDSKILLS REGIONAL / PRELIMINARY COMPETITIONS

### 1.1 In Training

Individuals of any age living in New Zealand are eligible to compete at regional level provided they are currently undergoing training in the industry, or training towards a career directly related to the skill category being entered. *(Regional competitors who are over 21 are not eligible to go on to the National Competition.)*

### 1.2 Out of Training

Individuals having completed training and currently employed are eligible to compete provided they are employed in the industry or in a career related to the skill category being entered and are under the WorldSkills International competition age restriction for that skill category.

The following restrictions are applicable:

As at 31 December 2016:

21 years or under (ie born in 1995 or later) - all Skill Categories *(except Skill Category 14: Aircraft Maintenance)*

24 years or under (ie born in 1991 or later)- Skill Category 14: Aircraft Maintenance

1.3 When a category is not being run in a region or where nominations have closed it is permissible for competitors to participate in a neighbouring region running that category.

1.4 Past regional and national competitors within the age limit (except International Competitors) may enter again.

1.5 Competitors are not permitted to enter the same category in more than one region in the same year.

## 2. DURING THE COMPETITION

2.1 Competitors who arrive late for the competition will not receive additional time.

2.2 Competitors start and finish work as instructed by Judges.

2.3 During the familiarisation period prior to the commencement of work the project is to be distributed. Judges may be asked questions at this time.

2.4 Competitors are reminded to commence their job plan as part of familiarisation.

2.5 Equipment and materials may be tested during the familiarisation period by competitors.

2.6 Marking Scales are to be distributed during the familiarisation period and collected from competitors before they commence work. Competitors may make notes from the marking scale.

2.7 Should a competitor feel at a disadvantage for any reason prior to or during the competition, the competitor should bring it to the Chief Judge's attention immediately.

2.8 During the competition work time competitors are not permitted to speak to other competitors or members of the public.

2.9 Competitors wishing to leave the competition area during work time must seek the permission of the Judges.

2.10 Competitors who need to repair their own tools or equipment during the competition will not receive additional time.

2.11 Outside the competition, competitors must not discuss their competition projects or seek advice and do so at the risk of disqualification.

2.12 Competitors are NOT permitted to take written notes, sketches, special aids, or other information relevant to the project, into the competition area, unless these are specified in the project information.

2.13 Competitors who need to have equipment that is supplied by judges repaired will receive additional time or compensation as determined by judges in consultation with chief judge.

## 3. SAFETY

3.1 A safety check of the work site must be undertaken prior to commencement of competition.

3.2 All competitors, judges and volunteers are to receive a site induction prior to the competition.

3.3 Competitors are required to wear appropriate work clothing, and safety items such as glasses, boots and earmuffs.

3.4 Safe work practices must be adhered to at all times.

## 4. AFTER THE COMPETITION

4.1 Competitors will receive marking assessments from their Regional Organising Committee.

4.2 The Judges' decision will be Competition. There will be no appeals once the results are announced.

4.3 The completed project work is the property of WorldSkills New Zealand (WSNZ).

## 5. OVERALL RESPONSIBILITY

5.1 Responsibility for the overall conduct of the competitions rests with the Regional Skill Category Coordinators.

## 6. ACCESS TO THE WORLDSKILLS NEW ZEALAND NATIONAL Competition

6.1 Competitors must not be older than 21 in the year of the National Competition (ie for 2016 they must have been born in 1995 or later or for Aircraft Maintenance born in 1991 or later) (unless given approval by WSNZ).

6.2 As part of the selection process to the National Competition regional place-getters will be asked to complete a Registration/Profile form and provide a digital photo. Upon receipt of the completed Registration/Profile form and photo WSNZ will confirm in writing that a place has been allocated to the competitor at the National Competition.

6.3 There will be some skill categories where feeder competitions to the National Competition are run outside the auspices of WorldSkills NZ. Rules 6.4-6.7 apply to those regional competitions run under the auspices of WSNZ.

6.4 Where a region does not have six eligible competitors in a category, it is at WSNZ discretion to invite the winning age-eligible competitor to enter the National Competition.

6.5 Where six or more competitors competed at a regional competition the winner will be invited to compete at the National Competition providing they are within the WorldSkills International competition age restriction for that skill category and their selection is endorsed by WSNZ.

6.6 Overall next best, on actual results from all regional/preliminary competitions, providing they are within the WorldSkills International competition age restriction for that skill category. may be invited to compete should a minimum number of competitors be required.

6.7 Each skill category must be competed at 4 regions, unless given an exemption prior to the National Competition.

## 7. ACCESS TO THE WORLDSKILLS INTERNATIONAL COMPETITION

**7.1** All competitors, contesting a WorldSkills NZ National Competition in a skill category identified on the WorldSkills New Zealand website ([www.worldskills.org.nz](http://www.worldskills.org.nz)) as potentially being contested at international level, are eligible for consideration as members of a New Zealand WorldSkills team should they meet the following criteria. They must:

**7.2** Be residing in New Zealand for the time between the National Competition and the International Competition unless undertaking approved training overseas.

**7.3** Achieve a WorldSkills National Competition result, which meets the minimum standard set by WSNZ for that skill category.

**7.4** Fall within the WorldSkills International skill category age restriction applicable at that time.

**7.5** Provide written confirmation of their intent and commitment to:

- Undertake and complete all facets of the WorldSkills International competition advanced Training,
- Attend team training camps, and
- Attend the WorldSkills International competition itself

**7.6** Have the written support of their employer with regard to leave of absence requirements as specified in 7.5 above.

Any subsequent employers should be fully informed of WSNZ requirements as part of the job application process and agree to abide by these.

**7.7** Accept responsibility to raise the balance of funds as may be required for WorldSkills competition travel and accommodation.

**7.8** Be of good character, deemed to be befitting that of a representative of New Zealand in an international environment.

**7.9** Not have any impediment against them obtaining a passport, or that will prevent them from travelling to another country.

## 8. COMPETITION CRITERIA

**8.1.** Skill categories will be set by WorldSkills New Zealand along with the appointment of an Skill Manager and the details thereof advised by the WorldSkills New Zealand CEO.

**8.2.** New, or other, skill categories identified by a region as having potential or relevance to the region, may be submitted for inclusion by WorldSkills New Zealand.

**8.3.** Competition in all skill categories must be completed by a date set in consultation with and agreement by the WorldSkills New Zealand.

**8.4.** A regional/preliminary skill category competition is only valid if a minimum of 6 competitors participate on the day of competition. (See 8.5 for exemptions to this clause.)

**8.5.** New skill categories and skill categories adversely affected by the number of apprentices and trainees available in the skill may be given exemption from the minimum competitor criteria by WorldSkills New Zealand.

**8.6.** Skill categories must have a major sponsor and/or support from the ITO or industry.

## 9. GRIEVANCE PROCEDURE

**9.1** In the first instance, complaints should be referred to the Chief Judge of the category concerned.

**9.2** In the event that satisfactory resolution cannot be achieved, the Grievance Committee will be convened comprising of :

- a. Technical Delegate
- b. Independent Chief Judge from an unrelated category
- c. Nominated representative of complainant.

**9.3** If a satisfactory resolution cannot be achieved by the Grievance Committee, the matter shall be referred to the Chief Executive Officer, WorldSkills New Zealand, who will in consultation with the Technical Delegate make a Competition determination.

**9.4** The objective of each step of the Grievance Procedure is to seek an immediate, agreeable, negotiated resolution.

**9.5** All grievances raised by any party after the conclusion of the competition will be considered by the Chief Executive Officer, in consultation with the Technical Delegate, whose decision will be final.