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# 2022 CEZVE/IBRIK CHAMPIONSHIP

Official Rules and Regulations



**CEZVE/IBRIK**  
CHAMPIONSHIP™



# 2022 Cezve/Ibrik Championship

## Official Rules and Regulations

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# 1. Conditions of Participation

## 1.1. Organization

The Cezve/Ibrik Championship (CIC) is a program of World Coffee Events, LTD (WCE).

## 1.2. Rights

All intellectual property related to the Cezve/Ibrik Championship, including these Official Rules and Regulations and the format of the competition, are the property of World Coffee Events, LTD. No part of this document may be used or reproduced without the expressed permission of World Coffee Events, LTD.

## 1.3. Conditions of Participation

### 1.3.1. Competition Body Qualifications

The Cezve/Ibrik Championship (CIC) is a competition open to qualified National Champions of a World Coffee Events (WCE) sanctioned competition event. Sanctioned events are put on by WCE Licensed Competition Bodies. Every competition year, 1 competitor from each WCE Licensed Competition Body may participate. To learn more about how to become a WCE Licensed Competition Body please read the Competition Body Sanctioning Criteria and Terms, found here: [worldcoffeeeevents.org/competition-bodies](http://worldcoffeeeevents.org/competition-bodies).

### 1.3.2. Competition Body Champions and Substitutions

- A. A Competition Body Champion is defined as the competitor who wins their Competition Body Championship. This competitor has won the right to compete in that year's World Championship, or to defer candidacy to the following year. A competitor may defer candidacy to the following year, only if they have an eligible reason for doing so (see Deferred Candidacy (DC) Policy found here: <https://worldcoffeeeevents.org/deferred-candidacy-application-general-contact-submission/>).
- B. If a Competition Body Champion successfully applies for Deferred Candidacy, they retain their title as Competition Body Champion, and may compete in the World Championships the following year. Once the Competition Body Champion has deferred their candidacy, the licensed Competition Body may designate an alternate competitor from its competition in descending order of succession, beginning with its second-place finisher. In this case, the competitor who goes to the World Championships will hold the title of Competition Body Competitor. Competition Body Competitors are not eligible for Deferred Candidacy, and do not hold the title of Competition Body Champion. However, all Competition Body Competitors

will be eligible to represent their coffee community by participating in the World Coffee Championships, including being eligible to win the title of World Coffee Champion.

- C. If a Competition Body Champion is not eligible for deferral, and elects not to go to the World Championships, the title of Competition Body Champion will transfer to the successive competitor.
- D. All Competition Body Champions who do not compete in the worlds, for any reason, are required to give WCE notice themselves, via [info@worldcoffeeeevents.org](mailto:info@worldcoffeeeevents.org) to ensure clarity. Requests for any substitutions (Competition Body Representative Competitor) must be also received in writing from the Competition Body at [info@worldcoffeeeevents.org](mailto:info@worldcoffeeeevents.org) and approved by its Managing Director prior to competition.

### **1.3.3. Age requirement**

Competitors must be at least 18 years of age at the time of competing in any World Coffee Events (WCE) sanctioned event.

### **1.3.4. Nationality**

- A. Competitors must hold a valid passport from the place they represent or documentation substantiating 24 months of residency, employment or scholastic enrolment, some portion of which must have been within 12 months preceding the qualifying Competition Body competition.
- B. Competitors may only participate for 1 sanctioned Competition Body per WCE Competition year. A competition year is relative to the World Championships for which an event is qualifying a competitor to compete (e.g., if the competitor is competing in any Competition Body event that would qualify them for a 2020 World Championship, they must compete for that Competition Body exclusively in any event that is a qualifier for any 2020 World Coffee Championship).

### **1.3.5. Multiple Passports**

In case of multiple passports, the contestant must choose 1 Competition Body and qualify through this respective sanctioned Competition Body championship.

### **1.3.6. Expenses**

Licensed Competition Bodies are required to pay their National Champion's reasonable travel and accommodations expenses to, from, and for the duration of the CIC. All other expenses not explicitly listed above are the sole responsibility of the competitor. WCE shall not be liable for any competitor expenses under any circumstance.



## 1.4. Conflicts of Interest

### 1.4.1. Judging

- A. Competitors may not judge in any sanctioned CIC competition (world, Competition Body, regional) in any country, including their own, prior to the conclusion of that year's CIC Event. Judges may not compete in any sanctioned CIC competition (world, Competition Body or regional) in any country, including their own, prior to the conclusion of that year's CIC Event.
- B. CIC judges must not coach and judge in the same competition, for that competition year.
- C. Competitors may not select or endorse judges within their Competition Body Competition. Competitors who are involved in the management of their Competition Body Competition should declare their position via email to WCE outlining their areas on involvement. Note that this does not necessarily exclude or effect the competitor's engagement, however non-disclosure most likely will.

### 1.4.2. Calibration Baristas

- A. Competitors who participate as a calibration barista in a judge calibration for this competition are not eligible to compete in a sanctioned event until the completion of the competition year. This applies to both Competition Body WCE Sanctioned events as well as the World Competition.
- B. A competitor is allowed to be a calibration barista if they are not competing in that same competition year, for that championship. Additionally, a competitor is allowed to be a calibration barista at the World Championships in the same competition year, if they have failed to qualify for the World Championships at their sanctioned Competition Body championships.
- C. A competition year is relative to the World Championships for which a Competition Body event is qualifying a competitor to compete.

**Correct example:** A competitor acts as a calibration barista for the 2021 World Championships. They are allowed to compete in their Competition Body events, that would qualify them to compete in the 2022 World Championships.

**Incorrect example:** A competitor acts as a calibration barista for any 2021 sanctioned Competition Body championship event (even in a country that is not their own), and then competes in the same competition at the 2021 World Championships.

### **1.4.3. Other Conflicts of Interest**

WCE encourages any potential conflicts of interest to be declared at the soonest opportunity, certainly prior to the commencement of any competition by competitor, judge and/or event organizer.

Failure to declare a potential conflict in advance of a sanctioned event could result in disqualification from events for an individual, or WCE removing endorsement for an event and its results that do not follow these guidelines. Questions regarding conflicts of interest, or clarification of the above policy should be directed to [info@worldcoffeeevents.org](mailto:info@worldcoffeeevents.org).

## **1.5. Enforcement of Rules and Regulations**

The CIC will employ these Rules & Regulations throughout the competition. If a competitor violates one or more of these Rules & Regulations, they may be automatically disqualified from the competition, except when the Rules designate a specific enforcement or consequence. If a judge or competition organizer causes the violation of one or more of these Rules, a competitor may submit an appeal, according to the process detailed in the “Appeals at the Cezve/Ibrik Championship” or “Appeals at a Competition Body Event” sections.

### **1.5.1. COVID-19 Addendums**

All Rules and Regulations are subject to change based on local and venue health and safety requirements or guidelines. World Coffee Events will share any Rules and Regulations changes via email ahead of the competition. These changes may include, but are not limited to changes to table sizes or layouts; material of provided vessels or cups; limits on coaches or helpers in the competitor preparation and practice rooms; mask or glove mandates; schedule changes for sanitization; etc.

## **1.6. Application**

### **1.6.1. Competitor Registration Form**

Competitors must complete the CIC Competitor Registration Form online at [ibrikchampionship.org](http://ibrikchampionship.org) no less than 6 weeks prior to the CIC Event. This form includes a space to upload a scanned copy of the required valid passport or other accepted credentials (as described in Section 1.3.4 “Nationality”). Approved National Champions will receive confirmation by email in approximately 2 weeks after receipt of all required registration documentation.

### **1.6.2. Late National Championship Registration**

National Champions from competitions conducted less than 6 weeks prior to the CIC Event must submit all registration materials no more than 5 days after their national event. Failure to meet these criteria may result in denial of participation.





### 1.6.3. Competitor Questions

All competitors are personally responsible for reading and understanding current CIC Rules & Regulations and scoresheets, without exception. All CIC documents are available at [ibrikchampionship.org](http://ibrikchampionship.org). Competitors are encouraged to ask questions prior to arriving at the CIC. If any competitor is unclear as to the intent of any of the rules and regulations it is their responsibility to clarify that position with the Rules and Regulations Committee prior to the CIC by contacting [info@worldcoffeeeevents.org](mailto:info@worldcoffeeeevents.org). Competitors will also have the opportunity to ask questions during the official Competitors Meeting held prior to the start of the competition.

### 1.6.4. Terms & Conditions

Competitors and the Cezve/Ibrik Champion are visible spokespeople of the Cezve/Ibrik Championship event and role models of the specialty coffee industry, and as such must:

- A. Permit World Coffee Events Ltd., its stakeholders, agents, and representatives to use the competitor's name, image or likeness in any format without charge for any business purpose, including but not limited to marketing promotion.
- B. Read and abide by the Competitor Code of Conduct document found on the CIC website.
- C. Read and abide by the Champion Code of Conduct document found on the CIC website.

## 2. The Competition

### 2.1. Competition Summary

- A. The CIC celebrates the history of the cezve/ibrik, and the skills and understanding needed to prepare and present each cup. Competitors are encouraged to bring their own cultural twist or flair to their performance.
- B. The competition consists of 2 rounds: Round 1 and Final Round.
- C. Competitors will serve 1 set of simple cezve/ibrik and 1 set of signature cezve/ibrik in all rounds.
- D. If the competition has 14 or more competitors, the top scoring 6 competitors from Round 1 will go to the Final Round. If the competition has less than 14 competitors, the top scoring 4 competitors from round one will go through to the Final Round.
- E. In both rounds, the CIC competitor performances will be evaluated by 3 types of judges: sensory, technical, and head. The Cezve/Ibrik Championship will be run with 2 sensory judges, 1 technical judge, and 1 head judge. Non-scoring shadow judges may be present on

stage. Competition Body competitions will be run with 2 sensory judges, 2 technical judges, and 1 head judge.

- F. The competitor may decide the order in which the drink categories are served. However, a full category of drinks must be served before progressing to a subsequent category, otherwise the drinks in the incomplete category will be disqualified. Preparation for either category of drinks can start at any time.
- G. Each category of drinks may be served to both judges at the same time, or 1 by 1. A Sensory judge must evaluate the drink while it is hot/warm.
- H. Competitors are required to prepare 2 drinks (a simple cezve/ibrik and a signature cezve/ibrik) for each of the 2 sensory judges, for a total of 4 drinks, during a period of 15 minutes.
- I. The 2 drinks within each category must be prepared using the same coffee: however, the coffee used may change between categories. The 2 drinks of each category must contain the same ingredients and follow the same recipe as each other.
- J. Competitors are requested to bring their own coffee, which should be ground on stage during presentation time. Failure to do so will score a 0 in station management.
- K. Competitors can use any heat source. Additional tools and decoration may also be employed.
- L. In the Final Round it is mandatory to prepare 1 category of drinks using the sponsored sand heater or hovoli. It is up to the competitor to choose which category of drinks they prepare using the sponsored equipment.
- M. Head judges cannot be served. Nothing consumable (e.g., water, beverages, etc.) should be served or provided for the head judge.

## **2.2. Beverage Definition**

### **2.2.1. Simple Cezve/Ibrik – 2 Identical Drinks**

- A. Cezve/ibrik coffee has harmonious balance of sweetness, acidity, and bitterness.
- B. A simple cezve/ibrik is prepared with unflavored water and various dosages of coffee (depending on the coffee and the grind). No additional ingredients are allowed in preparation or at service.
- C. Cezve/ibrik coffee must be served in the same cup the sensory judges evaluate the drink from. This must be a 50-110ml traditional cezve/ibrik cup, filled to 5mm below the cup rim, including crema.
- D. Cezve/ibrik coffee must be prepared with an external heat source.

- E. Competitors may use only a single serve cezve/ibrik to prepare their beverages.
- F. Competitors will be judged on the consistency of the preparation by the technical judge(s).

### **2.2.2. Signature Cezve/Ibrik – 2 Identical Drinks**

- A. The signature cezve/ibrik coffee drink should have a harmonious balance of sweetness, acidity, and bitterness. The ingredients should highlight the quality of the brewed coffee and should not influence the palate of the judges for a longer time.
- B. The signature beverage demonstrates a competitor’s creativity and skill to create an appealing and individual cezve/ibrik focused beverage.
- C. The signature cezve/ibrik beverage should be a liquid beverage; the judges must be able to drink it. No food items may be served to the judges alongside drinks at any time during the competition (before, during or after beverage evaluation). Serving any food items on the side will result in a lower score in “Professionalism” on the sensory scoresheet.
- D. The signature cezve/ibrik beverage is prepared with flavored or unflavored water, and various coffee dosages (depending on the coffee and the grind). The signature cezve/ibrik beverage must be prepared with an external heat source during the performance time, otherwise the signature beverage will receive a 0 score for “Taste balance” on the sensory scoresheets in the signature beverage category.
- E. A predominant taste of cezve/ibrik coffee must be present, otherwise the “Taste balance” score will reflect the resulting sensory experience.
- F. Signature cezve/ibrik coffee beverages can be served in vessels of the competitor’s choice and may be served at any consumable temperature.
- G. Any ingredient may be included in drink preparation, as long as they are not prohibited in the country where the championship takes place. An exception is “soft drugs”, even if they are legalized in the country. If these substances are found in the beverage, competitors will receive 0 points in all categories available on the sensory scoresheets in the signature beverage category. The ingredients should highlight the quality of the cezve/ibrik coffee and cannot influence the palate of the judges for a longer time.
- H. All ingredients must be disclosed upon request. Competitors must bring the original packaging of all ingredients used in their signature beverage for inspection by judges to verify ingredients. If the competitor does not provide original packaging when asked, the signature beverage will receive 0 points in all categories available on the sensory scoresheets in the signature beverage category.

- I. Signature beverage ingredients should be prepared and assembled on-site during the competition time. The preparation of a signature beverage is captured in the “Well explained, introduced, and prepared” category on the sensory scoresheet. The advance preparation of certain ingredients before competition time is allowed where necessary (e.g., a 24-hour infusion).
- J. Competitors may use any size cezve/ibrik to prepare their beverages, however the signature beverages for each sensory judge must contain at least one full size cezve/ibrik. Failure to do so will result in a score of 0 points for “Taste Balance” on the sensory judge scoresheet in the “Signature Drink” category. Each drink must be prepared and served separately. All coffee brewed must be used in the signature beverage, otherwise a lower score for “Station Management” on the technical scoresheet will be given.
- K. Competitors will be judged on the consistency of the preparation by the technical judge(s).

### **2.2.3. Scoresheet Penalties**

If illegal substances, that are considered illegal in the CIC host country are discovered as an ingredient in the signature beverage, the competitor will be disqualified.

## **3. Competition Procedure**

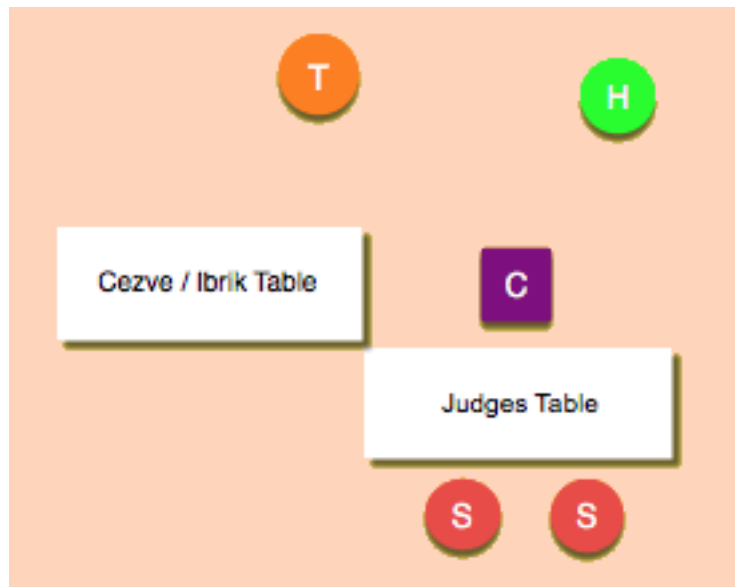
### **3.1. Competition Area**

- A. The competition space will consist of a stage with 2 competition stations, numbered 1 and 2. A single station may also be used if it does not restrict the flow of the competition.
- B. Each competitor will be assigned a start time and station number. Each competitor will be given 36 minutes at their assigned station in both Round 1 and Final Round, made up of the following segments
  - i. 15 minutes Preparation Time
  - ii. 15 minutes Competition/Performance Time
  - iii. 6 minutes Clean-Up Time
- C. After Round 1 there will be a ceremony, where finalists are announced, and all competitors are acknowledged. All competitors are required to attend this ceremony.
- D. The competitor’s scores from round one will not carry over to the Final Round. Competitors will not receive their scoresheets for review until they have finished advancing in the competition.

E. After the final round, there will be an awards ceremony, where the 6 or 4 finalists will be awarded.

Overview of the competition area:

 = Competitor     = Head judge     = Technical judge     = Sensory Judge



## 4. Machinery, Accessories, and Raw Materials

### 4.1. Heat Source

CIC will provide only 1 type of heat source for the competitor to choose from, this will be a hovoli or sand heater. Competitors may use and are responsible for sourcing their own heat sources. Permissibility of different heat sources will be subject to venue restrictions. CIC will endeavor to notify competitors of permissible heat sources 30 days prior to the event.

#### 4.1.1. Disqualification

Competitors may only use heat sources sanctioned by the CIC and venue. Use of an un-sanctioned heat source is grounds for immediate disqualification.

### 4.2. Grinder

Competitors have the option of using only the official CIC grinder provided or using both the provided grinder and their own grinder. The official CIC grinder must be used for the main coffee in at least 1 category of drinks. Failure to do so will result in a score of 0 points in “Professionalism” on the sensory

judge scoresheet and “Station Management” on the technical judge scoresheet. Competitors may not use more than 2 grinders during their performance.

No ingredient other than coffee may be ground in the official CIC grinder. Not abiding this rule will disqualify the competitor for the whole competition.

### **4.3. Additional Electrical Equipment**

Competitors may use up to 2 pieces of additional electrical equipment, next to their own grinder during their performance. Competitors must notify the CIC Event Manager of any electrical equipment they are bringing (e.g., hot plate, hand mixer, etc.) prior to arriving at the CIC. If this rule is not adhered to, the competitor is at risk of their equipment not being allowed in their performance. Competitors are responsible for ensuring their electrical equipment can operate in the country where the CIC is held, and for any adapters or converters necessary for operation of their equipment. CIC will not provide electrical adapters or converters.

#### **4.3.1. Provided equipment & supplies**

Each competitor station will be equipped with the following:

- Cezve/Ibrik Table (for heat source(s), grinder(s), and additional equipment): 2.00L x 0.80W x 1.00H (m)
- Judges Table: 2.00L x 0.80W x 1.00H (m)
- Grinder
- Heat Source(s): Sand heater or hovoli
- Trash Bin
- Waiter’s Cart

### **4.4. Recommended Equipment and Supplies**

Competitors are required to bring all additional necessary supplies for their presentation. Competitors should make allowances for breakage during travel and/or during the competition. Competitors are responsible for and in charge of their own equipment and accessories while at the competition. The CIC, volunteers, and event staff are not responsible for the safety of items left in the competitors’ preparation room or competition area.

List of supplies the competitor may bring include the following:

- Cezve/Ibrik(s)
- Coffee (for practice and the competition)

- Grinder (option to use 1 own grinder next to the CIC-provided grinder)
- Additional electrical equipment (maximum 2 items)
- Additional heat sources
- Cups and saucers
- Any specific utensils required
- All equipment/accessories required for the Signature Cezve/Ibrik Beverage
- Napkins
- Water glasses (for 2 sensory judges)
- Water (for 2 sensory judges)
- Bar towels/clean cloths (for practice and the competition)
- Cleaning supplies (counter brush, grinder brush, etc.)
- Tray(s) (for serving drinks to the judges)
- All accessories for judges' presentation table

## **5. Competitor Instructions Prior to Preparation Time**

### **5.1. Competitors Orientation Meeting**

Prior to the start of the CIC Event, a Competitor Orientation Meeting will take place, either online or in person. Meeting details will be emailed to competitors ahead of the event. This meeting is mandatory for all competitors. During this meeting the Event Manager will make announcements, explain the competition flow, cover the competition schedule, and share images of the stage and backstage areas. This will be an opportunity for competitors to ask questions and/or voice concerns to the Event Manager. If a competitor does not attend the orientation meeting and has not made advance plans with the WCE event organizer to address their absence, they are subject to disqualification by the presiding head judges.

### **5.2. Preparation Practice Room**

There will be a staging area designated as the competitors' preparation/practice room. The preparation/practice room area will be reserved for the competitors, volunteers, and any CIC officials. CIC judges, press/media, competitor's family members and supporters may not be present in this area without consent from the CIC event manager. Competitors will be able to store their equipment, accessories, ingredients, etc. in this room during the day of their competition. The preparation/practice area room will also include a dishwashing station for competitors to wash glass and barware.

Competitors are responsible for cleaning their own dishes and glassware and keeping track of their items. Runners and event staff are not responsible for breakage or loss of dishes or competitor items.

### **5.3. Practice Time**

The preparation/practice room will have 1-2 practice stations with equipment identical to the competition equipment on stage. Each competitor will have 60 minutes of scheduled practice time. Practice time will be scheduled based on competition time (i.e., the first scheduled competitors will have the earliest scheduled practice times). Competitors will be emailed a practice schedule prior to arriving at the CIC. The CIC does not guarantee access to practice space outside of assigned practice time slot. If a competitor misses their scheduled practice time, no additional practice time will be provided. If unforeseen events prevent the competitor from attending their scheduled practice time it is the competitor's responsibility to contact the event manager or stage manager as soon as possible.

### **5.4. Competition Music**

Competitors may bring their own music on a CD, MP3 player, USB drive, or smart phone to be played during their competition time. If a smart phone is used, it must have 3.5mm aux output (no adapters), be unlocked (no screen passcode), and be in both Airplane & Do Not Disturb mode. Music may not contain profanity. Competitors must mark their music clearly with their name. It is the competitor's responsibility to give the CIC Stage Manager or Audio-Visual staff their music prior to the start of the competition. It is also the competitor's responsibility to retrieve the music from the CIC Stage Manager or Audio-Visual staff after the competition. Media that are not retrieved will be discarded after the competition.

### **5.5. Be on Time**

Competitors should be in the preparation/practice room a minimum of 30 minutes prior to their scheduled preparation time. Any competitor who is not onsite at the start of their 15 minutes of preparation time may be disqualified.

### **5.6. Station Set Up**

The head runner will be responsible for ensuring that each competitor's station is set as the competitor has requested prior to their preparation time (e.g., the head runner will make sure each competitor's heat source(s), grinder(s) and/or other electrical equipment are placed on the competition table per the competitor's request).



## **5.7. Supporters/Assistants not Allowed on Stage**

No person(s) other than the competitor, their interpreter and CIC volunteers and officials may be on stage during the competitor's preparation, performance, and clean-up time. Failure to comply may result in disqualification.

## **5.8. Stage Set Up**

Each competitor will be assigned a station runner who will assist the competitor as they transport their competition supplies from the preparation area to their assigned station. Only the assigned station runner will be allowed to assist the competitor on stage. Once on stage, the assigned station runner will ask the competitor if the station is set to their specifications; if the competitor says "yes" the station runner will leave the stage; if the competitor says "no" the competitor will say what additional changes need to be made. The station runner and the competitor can make these adjustments together per the competitor's request. Once the station set up meets the competitor's approval the station runner will introduce the competitor to the preparation timekeeper and leave the stage.

# **6. Preparation Time**

## **6.1. Begin Preparation Time**

Each competitor will have 15 minutes of preparation time. Once the prior competitor begins their competition time, the next scheduled competitor may begin their 15-minute preparation time upon advisement from the stage manager and/or the preparation timekeeper. The purpose of the preparation time is to set up the station in preparation of the competition.

Once the competitor has arrived at their assigned station and agreed that the station is set to their specifications, the official preparation timekeeper will ask the competitor if they are ready to begin. Before the competitor can touch anything at their station, the competitor must put their hand in the air and call "time" to begin their 15 minutes of preparation time. The designated official preparation timekeeper will begin a stopwatch the moment the competitor calls "time".

## **6.2. Judges Presentation Table**

The judges' presentation table can be set during the competitor's preparation time. Competitors are required to serve and/or provide unflavored water to the 2 sensory judges for each beverage course. Competitors can serve unflavored water to the judges at the start of the performance time or when the first set of drinks are served. Water glasses should be filled as needed throughout the presentation. If a competitor does not wish to pre-set the judges' table during their preparation time, they can set the table at the start of their competition/performance time.

### **6.3. End of Preparation Time**

Competitors will not be allowed to exceed the 15 minutes of preparation time. The timekeeper will give the competitor 10-minute, 5-minute, 3-minute, 1-minute, and 30-second warning calls during their 15 minutes of preparation time. At 15 minutes, the official preparation timekeeper will call “time” and ask the competitor to step away from the station.

## **7. Competition Time**

### **7.1. Introduction by the Master of Ceremonies**

Once the 15-minute preparation time has elapsed and the judges are ready, the Master of Ceremonies will introduce the competitor. Each competitor will be required to wear a wireless microphone throughout their competition. However, the competitor will only be “live” (broadcast) during their performance time.

### **7.2. Interpreter**

Competitors may bring their own interpreter. When speaking to the competitor the interpreter is only allowed to translate what the emcee or head judge has said to them. When a competitor speaks, the interpreter is only allowed to translate exactly what the competitor has said to them. No additional competition time will be allotted with the use of an interpreter. It is the competitor’s and coach’s responsibility to read the Interpreters Best Practice document that is provided by CIC event organizer or available from [ibrikchampionship.org](http://ibrikchampionship.org).

### **7.3. Begin Competition Time**

The Master of Ceremonies will ask the competitor if they are ready to begin. Before the competitor introduces themselves to the judges, the competitor must put their hand in the air and call “time” to begin their 15 minutes of competition time. The designated competition timekeeper will begin a stopwatch the moment the competitor calls “time”.

Tracking time elapsed during the 15-minute competition time is the responsibility of the competitor, though the competitor may ask for a time check at any point. The competition timekeeper will give the competitor a 10-minute, a 5-minute, 3-minute, 1-minute, and 30-second warning calls during the competition time. The timekeeper is required to give these warnings as they happen and may be given them to the competitor while they are speaking.

Please note: If the clock has malfunctioned for any reason, the competitor may not stop their time. In the case that the clock has malfunctioned, the timekeeper’s time is the official time for the competition. The competitor will receive the same time warning calls as detailed above.

## **7.4. Competitor Introduction**

At the start of the competitor's competition time, the competitor will introduce themselves to the 2 sensory judges, technical judge(s) and head judge. The 2 sensory judges will be behind the judges' table.

## **7.5. Serve Required Beverages**

All drinks must be served at the judges' table. See 2.0 'The Competition', and 2.1 'Beverage Definitions'.

Competitors are required to serve and/or provide unflavored water to the 2 sensory judges for each beverage course. Competitors can serve unflavored water to the judges at the start of the performance time or when the first set of drinks are served. Water glasses should be filled as needed throughout the presentation.

## **7.6. Runners Clear the Served Drinks**

After each set of drinks has been served to and evaluated by the judges, a runner will clear the drinks from the judges' presentation table upon the head judge's signal. The runner will clear only the cups, saucers, and spoons. If a competitor has special instructions for the runner, they will need to explain these instructions to the CIC stage manager and the runner before the start of their competition time. The runner will make every effort to avoid impeding the competitor, but it is the competitor's responsibility to navigate the station successfully.

## **7.7. Station Perimeters**

Competitors may only utilize the work area provided by the CIC: the cezve/ibrik table and judges' table. The introduction of any other furniture and/or equipment that is placed directly on or over the competition area floor (e.g., a stand, table, dumbwaiter, bench, etc.) will result in automatic disqualification. Competitors may not utilize any space under any competition tables for storage, otherwise the competitor will receive 0 points in "Station management" on the technical scoresheet.

## **7.8. End Competition Time**

Competition time will be stopped when the competitor raises their hand and calls "time." It is the competitor's responsibility to call "time" clearly to allow the time to be recorded accurately.

The competitor may choose to end their performance at any time. Competitors can stop the time once their final drink is placed on the presentation table to be served to the judges or may choose to go back to their station to clean before stopping the time. Only the time recorded by the competition timekeeper or head judge will be used for scoring purposes.

Competitors will not be penalized or rewarded for finishing early.

## **7.9. Communications After the Competition Time**

Competitors should not continue to talk to the judges once their competition time has ended. Any conversation after the competitor's competition time will not count towards their total score. Competitors may continue to talk to the Master of Ceremonies after the competition time has ended; however, the judges will not consider any conversation or explanation given after the competition time.

## **7.10. Overtime Penalties**

- A. If the competitor has not finished their presentation during the allotted 15-minute period, they can proceed until the presentation is completed.
- B. For every second a competitor goes over the allotted 15-minute competition time, they will lose 1 point.
- C. The maximum amount of points that can be deducted from a competitor's total score is 60 points.
- D. Any competitor whose performance period exceeds 16 minutes will be disqualified.

## **7.11. Coaching**

Instructions or 'coaching' may not be provided to a competitor during the time of their competition under penalty of disqualification. The CIC encourages audience participation and enthusiastic fan support that does not interfere with competition. (Please note: coaches, supporters, friends, or family members are not allowed on stage while the competition is in progress, otherwise the competitor is subject to disqualification by the presiding head judge).

## **8. Technical Issues**

During the preparation and/or competition time if a competitor feels there is a technical problem with:

- The grinder
- The sand heater/hovoli
- Any additional electrical equipment (excluding the competition clock)
- The audio-visual equipment (such as the competitor's music or microphone)

Then the competitor should raise their hand to call a "technical time out" and ask for the stage manager (during preparation time) or for the head judge (during competition time), and the time will be stopped. The official timekeeper will make note of time when "technical time out" is called by the

competitor. It is the head judge's responsibility to ensure the timekeeper is aware of making note of a "technical time out" being called out.

- A. If the event manager/head judge agrees there is a technical problem that can be easily resolved, they will decide the appropriate amount of time for the competitor to be credited. Once the technician has fixed the problem, the competitor's time will resume.
- B. If the technical problem cannot be solved in a timely manner, the event manager/head judge will make the decision if the competitor should wait to continue their performance or stop the performance and start again at a reallocated time.
- C. If a competitor must stop their competition time, the competitor along with the head judge and stage manager will reschedule the competitor to compete in full again later.
- D. If it is determined that the technical issue is due to competitor error or the competitor's personal equipment, the head judge may determine that no additional time will be given to the competitor, and the preparation or competition time will resume without time being credited.
- E. Unfamiliarity with competition equipment is not grounds for a technical timeout.

### **8.1. Obstructions**

- A. If any individual, such as volunteers, judges, audience members, or photographers are of an obvious hindrance to a competitor, then the competitor will be given additional time. The head judge is responsible for overseeing this and will decide how much additional time should be credited.
- B. If the judges' presentation table has not been cleared within a reasonable amount of time after each set of drinks has been served, then the competitor will be credited time for the delay this error has caused. It is the head judge's responsibility to oversee this issue.

### **8.2. Forgotten Accessories**

- A. If a competitor has forgotten some of their equipment and/or accessories during their preparation time, the competitor shall inform the stage manager and may exit the stage to retrieve the missing items; however, their preparation time will not be stopped. Competitors can bring in ingredients that need freezing such as ice just before their presentation time if needed. It is the stage manager's responsibility to oversee such situations.
- B. If a competitor has forgotten some of their equipment and/or accessories during their competition time, they must inform the head judge that they have forgotten an item(s) offstage and then retrieve the missing item(s) themselves, without assistance from any other person. The competition time will not be stopped.

- C. Nothing may be delivered by the runners, supporters, team members or the audience.
- D. Delivery/retrieval of forgotten items by any person(s) other than the competitor may result in disqualification.

## **9. Clean-Up Time**

Once a competitor has finished their competition time, they should begin cleaning up the station. A station runner will bring the waiter's cart back out on stage for the competitor to load the competitors supplies. If a competitor provided their own grinder and/or electrical equipment, the station runner can help the competitor remove these items from the station. Competitors are expected to remove all their personal equipment and supplies and thoroughly wipe down their station. The judges do not evaluate the clean-up time.

## **10. Post-Competition**

### **10.1. Scorekeeping**

The CIC official scorekeepers are responsible for adding all scores and for keeping all scores confidential.

### **10.2. Competitors Total Scores**

The competitor's total score will be tallied by adding the technical scoresheet(s) and sensory scoresheets, and any time penalty subtracted from the total. Please note: The head judge scoresheet does not count towards the competitor's total score.

### **10.3. Tie Scores**

If there is a tie between 2 or more competitors in the first round the official scorekeepers will compare the competitors' simple cezve/ibrik scores. The competitor with the highest score will win the tie and place above any other competitor with the same total competition score.

If the tied competitors have the same simple cezve/ibrik score, then the higher placement will be awarded to the competitor with the higher total sensory score over both category of drinks.

If the tied competitors have the same simple cezve/ibrik and sensory scores, then the higher placement will be awarded to the competitor with the higher "Total Impression" score.

### **10.4. Debriefing**

Following the competition, competitors will have an opportunity to review their scoresheets with the judges by the schedule announced by the event organizer, this may be in person or online.

Competitors will not be allowed to keep their original scoresheets before the WCE event manager scans the copy of the scoresheets.

## **11. Evaluation Criteria**

### **11.1. What the Judges are looking for in a Cezve/Ibrik Champion**

Judges are looking for a champion that:

- A. Has a mastery of technical skills, craftsmanship, communication skills and service skills and is passionate about keeping the tradition of cezve/ibrik alive.
- B. Has a broad understanding of coffee beyond the drinks served in the competition.
- C. Prepares and serves high quality beverages.
- D. May serve as a role model and a source of inspiration for others.

### **11.2. Competition Area**

The technical judge(s) will evaluate the competition area for cleanliness at the beginning and end of the performance/competition time.

### **11.3. Taste Evaluation**

Points will be awarded for the taste of each individual drink. Consideration will be given to raw materials used and the style of the beverage. Competitors should strive for a harmonious balance of sweetness, bitterness, acidity, aromatics, and flavors. Competitors are advised to explain to the judges why they chose their coffee, the basic roast profile, the cezve/ibrik constituent structure, the major taste elements, the ingredients used in the signature beverage, and the philosophy behind the drinks.

### **11.4. Beverage Presentation**

Points will be awarded based on the visual presentation of the drinks, including cups, glasses, and accessories. This includes elements such as cleanliness of cups and saucers (no spills or drips on cups), consistency of methodology and creativity and style of presentation.

### **11.5. Technical Skills**

Points will be awarded based on the competitor's technical knowledge and skill in preparing cezve/ibrik.

## 11.6. Judges Total Impression

Points will be awarded based on the judge's overall impression of the competitor, their brewing skills, taste of drinks, and personal and beverage presentation.

## 12. Evaluation Scale

There are 2 types of scoring:

- Yes/No
- Numeric Scores (0-6)

The evaluation scales are the same for technical and sensory judges.

Yes = 1 No = 0

Unacceptable = 0

Acceptable = 1

Average = 2

Good = 3

Very Good = 4

Excellent = 5

Extraordinary = 6

### 12.1. Yes/No Score

The competitor receives one point for a score of Yes on this item, and 0 points for a score of No.

### 12.2. Numeric Score

Some scoresheet criteria are evaluated on a scale of 0 to 6, with 0 being the lowest score and 6 being the highest. It is acceptable to use half point increments between 1.0 and 6.0, which are recorded using a decimal point, not a fraction (e.g., 1.5, 2.5, 3.5, etc.). The lowest score with value is 1. A score of 0.5 may not be used. A score of 0 is used when some criteria are deemed totally unacceptable. Scores of 0 and 6 require the approval of the head judge.

## 13. Technical Evaluation Procedure

The following is an explanation of the technical scoresheet. Each competitor will be evaluated by a technical judge.



## **13.1. Technical Scoresheet – Part I – Station Evaluation at Start-up**

- A. The cleanliness and organization of the competitor’s workstation (e.g., worktable, judges table, etc.) will be evaluated on a scale between 1 and 6. If the area is deemed messy, a “1” will be recorded.
- B. Verify the competitor’s ability to organize the working area in a practical and efficient way.
- C. A minimum of 3 clean cloths should be available when the performance time starts. The cloths must be clean and have a designated purpose (a towel on the competitor’s apron/person for one of these uses is included in this count).

## **13.2. Technical Scoresheet – Part II – Simple Cezve/Ibrik**

### **13.2.1. Identical Technique and Coffee/Water Ratio**

The technique used to prepare and serve the drinks should have a clear consistency and workflow. The ratios used within each set of drinks must remain the same.

### **13.2.2. Identical Brewing Time**

The judge will check the brewing time of the 2 cezve/ibrik for uniformity. No difference at all will result in a score of 6. 30-second difference and more will result in a score of 0.

### **13.2.3. Crema**

The judge will visually evaluate the appearance of the crema for presence in the vessel. To score a “yes” the crema must stretch across the entire surface of the cezve/ibrik and not have any holes or broken spots. Crema should be present on both cups. If crema is only present on 1 cup, the score should be 0.

### **13.2.4. Professional Use of Equipment and Utensils**

The judge must consider and assign points towards the professional use of the equipment and utensils that the competitor has displayed during their routine. They must consider (allowing for cultural and personality differences) points such as natural, clear, and concise communication. The competitor should display an understanding of the correct use and operation of all equipment. The competitor should display an understanding of the correct use and operation of the grinder – including the management of coffee in and through the grinder. Judges will evaluate the competitor’s skills based on the information provided and on displaying the process through which the beverage was conceived, developed and the methods and/or techniques used in preparing or presenting the beverages. The judges will also assign points to the competitor on the way they professionally prepare the drinks and award points accordingly.

### **13.2.5. Spill/Waste Acceptable**

Spill/waste is ground coffee left unused or unserved during the competition/performance time that may be found in the cezve/ibrik, on the counter, in the trash, on the floor, or elsewhere. Waste created in the process of preparing beverages that are not served to judges does not count towards a competitor's total waste evaluation. Spill/waste of up to 5 grams of unused coffee per beverage category is considered acceptable. To earn a score of excellent (5) or higher, the waste must not exceed 1 gram of unused coffee per beverage category. Wasting more than five grams of coffee per beverage category will result in 0 points.

### **13.2.6. Identical Appearance (Volume, Color, and Surface)**

The 2 drinks served to the judges will be evaluated on consistency in the 2 cups. The color and surface of the crema and volume of the served beverages will be assessed when poured in the vessels. Both cups should be of the same shape, size, and material.

## **13.3. Technical Scoresheet – Part III – Signature Cezve/Ibrik**

The technical evaluation of the signature cezve/ibrik is the same as the technical evaluation of the simple cezve/ibrik, except for the crema score, which is not present in the signature cezve/ibrik evaluation.

The Signature Cezve/Ibrik will be evaluated using the procedures as listed in the following rules:

13.2.1 – Identical Technique and Coffee/Water Ratio

13.2.2 – Identical Brewing Time

13.2.4 – Professional Use of Equipment and Utensils

13.2.5 – Spill/Waste Acceptable

13.2.6 – Identical Appearance (Volume, Color, and Surface)

## **13.4. Technical Scoresheet – Part IV – Technical Evaluation**

### **13.4.1. Station Management**

The technical judge will evaluate the competitor's overall workflow and use of tools, equipment, and accessories. Competitors should be grinding coffee for each beverage or set of beverages.

The technical judge will evaluate the competitor's workflow throughout the presentation, including: the organization and placement of tools, cups and accessories; the competitor's movement and flow in and around the workstation; the cleanliness and maintenance of the station (equipment, counters, towels, pitchers); and the management of coffee and ingredients.

All coffee used for drinks must be ground during competitor's 15-minute competition time. Failing to do so will score a 0 in station management.

#### **13.4.2. Hygiene throughout the Presentation**

The judge will determine this score based on the competitor's sanitary practices throughout their entire presentation. If proper hygiene is used for the entire presentation, the judge will mark "Yes." Examples of unacceptable practices include:

- Touching hands to face, mouth, etc. and then using the hands for beverage preparation
- Touching the floor and then using the hands for beverage preparation

#### **13.4.3. Clean Working Area at End**

The cleanliness of the area is evaluated. If a spill occurs, the competitor should have it cleaned up by the end of their performance time. Cleaning while working (e.g., removing spent grounds or wiping tables) will improve the competitor's score, as will cleaning the station before the performance time ends. All wares and tools are included in this evaluation including items on worktables.

## **14. Sensory Evaluation Procedure**

The following is an explanation of the sensory scoresheet. Each competitor will be evaluated by 2 sensory judges.

Sensory judges will taste the simple cezve/ibrik while it is hot, and a second time while it is warm.

There may be a delay between serving and drinking, judges can take the beverage to the deliberation room to be able to assess the drink at the right temperature if the beverage cannot be assessed during the performance time. Sensory judges will complete all steps of the evaluation before recording scores.

### **14.1. Evaluation Protocol**

The sensory judge will take at least 2 complete sips from the drink; once when the beverage is hot (approx. 70° C) and once when the beverage is warm (approx. 40° C) to fully evaluate the drink. When protocol cannot be finished within the performance time both sensory judges can take the beverage to the deliberation room, however all preliminary scores need to be recorded on stage but can be adjusted based on the evaluation in the deliberation room.

## **14.2. Sensory Evaluation – Part I – Simple Cezve/Ibrik**

### **14.2.1. Taste Balance (Sweetness, Acidity, and Bitterness)**

Judges will evaluate the cezve/ibrik coffee beverage based on how well the taste components (e.g., sweet, acidic, bitter) fit together and complement each other. Reference scales provided on scoresheets are solely for judge's initial impression of intensity; equal intensity does not imply harmonious balance.

### **14.2.2. Accuracy of Flavor Descriptors**

Judges will record the flavor descriptors and explanations given by the competitor and compare with those experienced when tasting the beverage. There should be a correlation between the coffee beans used in the cezve/ibrik coffee and its taste profile. Any flavor descriptors given by the competitor for their cezve/ibrik coffee will be taken into consideration under this score. This score is based on how accurately these descriptors match the flavor of the cezve/ibrik coffee and the quality of these flavors. Flavor descriptors must be given, or a score of 0 will be received in this category.

### **14.2.3. Tactile**

Judges will record the tactile descriptions and explanations given by the competitor and compare that with the mouthfeel and finish experience of the served beverage. The cezve/ibrik coffee should have body and texture that correlate with the preparation and coffee beans used in the beverage. The competitor will be scored solely on any tactile descriptors they offer the judges and how accurately these descriptors match the tactile sensation of their cezve/ibrik coffee beverage. If no descriptors are provided, the expectation will be full-bodied and round with a smooth finish. Reference scales provided on scoresheets are solely for judge's initial impression of intensity.

### **14.2.4. Functional and Correct Vessel Used**

The beverage will be evaluated and drunk from the vessel it is served into for the judges. Judges must be able to drink as required without any functional detriment to their ability to score accurately; this includes but is not exclusive to vessel being too hot, unable to hold and drink from vessel safely, judges unable to execute cezve/ibrik beverage evaluation protocol. Otherwise, a "No" will be given for "Functional and correct vessel used".

## **14.3. Sensory Evaluation – Part II – Signature Cezve/Ibrik**

See Signature Drink Definition for more details.

Signature beverage evaluations vary due to the variety of options presented by the competitor. Sensory judges will complete all steps of the evaluation before recording scores.

### **14.3.1. Well Explained, Introduced, and Prepared**

The competitor must explain their signature drink to the judges. To achieve a high score, the explanation should include factual points such as the ingredients, preparation method and the flavors and/or aromas the judges will experience.

The description should include the coffee used and the connection between the coffee and the other ingredients. Sensory judges will take note of the explanation of ingredients, preparation method, and use of coffee given by the competitor. When determining this score, judges will consider whether there is a strong correlation between what was described and prepared, and the actual taste and aromas of the signature beverage. The flavor profile of the beverage served should support specialty coffee.

The competitor must explain to the sensory judges how to drink the beverage (e.g., smell, stir, sip, etc.). The sensory judge will listen and follow drinking instructions to the best of their ability. If no information or instructions are given, judges will individually choose how to evaluate the signature beverage. As a standard, judges will take a minimum of 2 sips of the signature beverage.

Judges will evaluate the signature beverage based on competitors provided explanations or other observations during the 15-minute presentation only. Any explanation given by the competitor after the completion of the presentation time will not be considered by the judges.

### **14.3.2. Appealing Presentation**

“Appealing Presentation” is the evaluation of the appearance and appeal of the beverage, including but not limited to the vessel, the beverage itself, garnishes, accessories, etc. The vessel served should look pleasing and highlight its beverage. If the beverage is not appealing, including chipped or cloudy dishware, or cluttered or disorganized presentation, a “No” will be given in “Appealing Presentation”.

### **14.3.3. Functionality**

“Functionality” is defined by how the signature beverage and related elements work while the drink is consumed, and the barista’s instructions on how to drink. The dishware, garnishes, accessories, or instructions should not hinder drinking the beverage. Difficulty of consumption will result in a “No” in “Functionality.”

### **14.3.4. Creativity and Synergy with the Coffee**

Judges will evaluate competitors’ creativity based on the originality of their concept, and any new methods, techniques or ingredients used in the preparation or presentation of the signature beverage.

Ingredients must complement and showcase the cezve/ibrik coffee beverage used while creating an interesting taste experience. Signature beverages with a complementary blend of creative ingredients, technique and flavor will be rewarded with a high score.

Note: “Synergy” is defined as the interaction or cooperation of 2 or more substances to produce a combined effect greater than the sum of their separate effects.

#### **14.3.5. Taste Balance**

Judges will evaluate the signature beverages based on how well the taste components of the cezve/ibrik (e.g., sweet, acidic, bitter, etc.) beverage fit together and complement the other ingredients. The cezve/ibrik coffee taste should be predominant and easy to identify to get high marks in this category. Judges must follow drinking instructions provided by the competitor.

Reference scales provided on scoresheets are solely for judge’s initial impression of intensity; equal intensity does not imply harmonious balance.

#### **14.3.6. Accuracy of Flavors**

Judges will take note of the flavor descriptors given by the competitor and compare those with the beverage served.

The flavor profile of the beverage served should support specialty coffee. This score is based on how accurately these descriptors match the flavor of the signature beverage. Flavor descriptors must be given or a score of 0 will be received in this category.

### **14.4. Sensory Evaluation – Part III – Barista Evaluation**

#### **14.4.1. Professionalism**

Professionalism is evaluated by the observed qualities relevant to the barista profession including technique, preparation and the demonstrated wider understanding of coffee beyond the preparation of the served drinks. Wider coffee knowledge also includes the process of coffee cultivation, roasting, and preparation from seed to cup. Judges will expect a strong correlation between what is explained and what is delivered. The competitor must demonstrate that they are a coffee professional who has command over and knowledge of their coffee.

#### **14.4.2. Customer Service Skills**

Customer service skills comprises of presentation and attention to detail. Judges must consider (allowing for cultural and personality differences) points such as natural, clear, and concise communication, display of enthusiasm and dedication toward specialty coffee, good customer service skills (e.g., politeness, accuracy, attentiveness, eye contact, etc.) and the ability to manage workflow and time.

All accessories should be readily available, and the working area well and purposefully organized. Competitors should not need to reposition equipment and accessories unnecessarily during their performance. Everything should have its own place and purpose.

Refilling of judges' water glasses also demonstrates attention to detail. Any drips and spills will be considered. The simple cezve/ ibrik must be served with a napkin, and unflavored water. For the signature cezve/ibrik beverage, flavored water may be served, but the barista must give the judges separate glasses for this water.

Traditional equipment/preparation would be praised in this category. If the judges feel that all this has been achieved, they should award high scores.

#### **14.4.3. Appropriate Apparel**

At a minimum, the competitor must look clean, be cleanly dressed and wear a clean apron. Apron can be any size and color. If okay, the judge will mark "Yes." The lack of an apron or presence of inappropriate apparel (such as sandals or excessively torn or stained clothing) will result in a "No" in "Appropriate apparel".

#### **14.4.4. Judges Overall Impression**

The Judge's Total Impression score captures 2 primary areas:

- A. The "Total Impression" score is the overall composite impression of the taste scores (e.g., did the combination of the 2 courses of drinks create an experience that was stronger in delivery than if just one course had been served on its own?).
- B. The judges must consider and assign points towards the passion and inspiration that the barista has displayed during their routine. They must consider an ability to act as a role model for the barista profession/industry (e.g., if in a cafe/restaurant environment, would this barista have inspired me about specialty coffee?). If the judges feel that this has been achieved, they should award high scores.

## **15. Appeals at the Cezve/Ibrik Championship**

### **15.1. Judge Related Issues**

Most scorekeeping questions will be answered during competitor debrief. If a competitor objects to the scores given by 1 or more judges, the competitor can meet with their head judge during the competitor debriefing to explain their protest. If the head judge is unavailable, the competitor may discuss with the Judge Operations Lead onsite. If the issue is not solved, the competitor may protest in writing to WCE (see Appeals below). This will be reviewed by judge leadership and the WCE

Competition Operations Committee. They will decide on-site and a representative of the WCE Competition Operations Committee will inform the competitor of the decision.

If in the unlikely event that the head judge or any other CIC personnel discovers or suspects potential dishonest behavior by a CIC judge during a competitor's evaluation, then the following will apply:

- A. The head judge will request the return of all applicable scoresheets from the official scorekeeper.
- B. The head judge will meet with the CIC judge(s), WCE Staff, and WCE Competition Operations Committee Chair(s) to evaluate the situation.
- C. The WCE Staff and WCE Competition Operations Committee Chair(s) will then rule upon the matter in a closed meeting.
- D. If the matter of dishonesty is extensive, the WCE Competition Operations Committee Chair(s) has the power to rule that the CIC judge will be excluded from judging in any future CIC sanctioned competitions.

## **15.2. Competitor Related Issues**

If a competitor has an issue or protest to make regarding the CIC during the competition, the competitor should contact the CIC event organizer. The event organizer will then determine whether the issue can be resolved on-site at the CIC, or whether the issue will require a written appeal following the CIC.

If the CIC event organizer decides that the issue and/or protest can be solved on-site at the CIC, the CIC event organizer will contact the involved party or parties to ensure fair representation. The competitor's issue and/or protest will be discussed, and a decision will be made jointly, on-site by the CIC event organizer and the designated onsite representative of the WCE Judge Operations Lead. The CIC event organizer will inform the competitor of the decision.

## **15.3. Appeals**

If a person does not agree with a decision, they may appeal the decision in writing to the WCE Competition Operations Committee. All decisions made by the committee are final.

The appeal letter must include the following:

- Name
- Date
- A clear and concise statement of the complaint
- Date and time references (if applicable)



- Comments and suggested solution
- Party/Parties involved
- Contact information

Any written protests/appeals omitting this information will not be considered. All persons must submit their written complaint or appeal to the CIC Event Manager via email to [info@worldcoffeeeevents.org](mailto:info@worldcoffeeeevents.org) within 24 hours of the incident.

#### 15.4. Appeals Reviewed by the Competition Strategic Committee

The WCE Competition Strategic Committee will review written complaints or appeals and endeavor to respond as soon as possible. Please note that the final resolution will be delivered within 30 days of receipt. The WCE Competition Strategic Committee will contact the person in writing via email with final rulings.

### 16. Competition Body Events

#### 16.1. Highlighting Rule Variations for Competition Bodies

Below is a list of some permitted logistical adjustments for Competition Bodies.

- **Rounds/Competition Procedure:** Competition Bodies may vary the number of rounds within the Championship. The number of rounds and the number of competitors per round can vary (e.g., a CB can eliminate semi-finals or hold only one round of competition, depending on competitor numbers and event logistics).
- **Competitor Minimum:** Competition Bodies Championships must have a minimum of 6 competitors. If the minimum of 6 competitors is not reached, Competition Bodies must contact their Regional Community Director at least 2 weeks before the scheduled competition.
- **Qualifying Rounds:** Competition Bodies may hold qualifying or preliminary competitions ahead of their Championship. The structure of qualifying competitions is up to the Competition Body and may have slight format variations. Structure cannot be modified for the final Championship event but may only be modified for qualifying or preliminary competitions which lead up to the final Championship event. WCE Reps are not required for Qualifying/Preliminary Events. WCE Reps are required for the Championship Event.
- **Practice Time:** Scheduled practice time for competitors may vary and will be determined by the Competition Body. However, every competitor must get the same amount of scheduled practice time.

- **Practice Location:** Practice may be on stage, backstage, or off site. The location of the competitor's practice time will be determined by the Competition Body.
- **Provided Equipment:** Competition Bodies are not required to use the same sponsored equipment at the World Coffee Championships. If an equipment sponsor is acquired by a Competition Body, the Competition Body may independently specify their equipment requirements.
- **Scoresheet Return:** Competition Bodies may return physical scoresheets to competitors at the event, or they may email them to the competitors after the event.
- **Microphones and Music:** Competition Bodies may or may not allow competitors to play music and have competitors wear wireless microphones, depending on the venue and available audio-visual equipment.
- **Competitor Debriefing:** Judges will have debriefing time with competitors. The schedule for this debriefing time will be set by the Competition Body. Debrief may be during and/or after the event.
- **Competitor Orientation:** All competitors should get the same information in advance of the competition. All competitors should be informed of what equipment will be used, practice schedule, competition schedule, etc.

## 16.2. Appeals at Competition Body Events

If a competitor has an issue or protest to make regarding their Competition Body Championship during the event, the first step should be to contact the event organizer and/or WCE Representative on site. All problems should be attempted to be resolved as soon as possible. On-site solutions are the most effective and appropriate. Appeals made after the competition's end are more difficult to effectively arbitrate.

If the event organizer decides the issue and/or protest can be solved on-site, the event organizer will contact the involved party or parties to ensure fair representation. The competitor's issue and/or protest will be discussed, and a decision will be made jointly, on-site by the event organizer and the designated onsite WCE Representative. The event organizer and/or WCE Rep will inform the competitor of the decision.

If the issue requires a written appeal, this should be made directly to the Competition Body and WCE Representative via email within 24 hours of the incident. If the appeal is logistics-related, the CB is fully responsible for the investigation and any arbitration if applicable. If the appeal is judge or rules related, the WCE Representative may investigate the issue and provide a suggested arbitration. The CB and WCE Rep must report all written appeals to WCE within 24 hours of receipt. However, WCE

does not directly certify or manage Competition Body judges or volunteers, and so cannot arbitrate their actions. Appeals from CB events may take additional time to address; the person submitting the appeal should expect to see resolution within 30 days.