



2024 U.S. CoffeeChamps

Brewers Cup Qualifiers

Official Rules and Regulations

Written and approved by the U.S. Competitions Committee
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1.0 ORGANIZATION

The U.S. Brewers Cup (“USBrC”) is a program of the Specialty Coffee Association (“SCA”) U.S. Chapter and the U.S. Coffee Championships (“USCC”).

2.0 RIGHTS

All intellectual property related to the U.S. Brewers Cup, including these Official Rules and Regulations and the format of the competition, are the property of the Specialty Coffee Association U.S. Chapter. No part of this document may be used or reproduced without the express permission of the Specialty Coffee Association.

3.0 2024 U.S. COFFEE CHAMPS BREWERS CUP TIMELINE

3.1 PARTICIPATION

3.1.1 Qualification

- a. U.S. CoffeeChamps Brewers Cup Preliminaries (“Preliminaries”)
 - i. Each of the Preliminaries will be open to up to 16 competitors. Registration will be on a first-come, first-served basis, and is created by the Preliminaries Host. A competitor may register for any of the Preliminaries, regardless of where they live.
 - ii. The top scoring competitor from each of the Preliminaries will be awarded a reserved spot in the U.S. CoffeeChamps Qualifying Competition. These spots are only reserved; registration costs are not covered, unless otherwise noted by the Host. Competitors who do not place may register for a Qualifying Competition via the Open Registration or lottery spots. Qualifying Competition date/location are TBD.
 - iii. Competitors may compete at as many of the Preliminaries as they wish. Competitors will only be awarded 1 spot at the Qualifying Competition. If a competitor places at more than 1 of the Preliminaries, their spot will be given to the next person in ranking order.
 - iv. For the Preliminaries, no waitlist will be maintained. If a placing competitor passes on their reserved spot at the Qualifying Competition, the spot will be released back to Open Registration.
 - v. All Competitors and Judges are required to attend an Online Learning Session in order to participate at the Preliminaries.
- b. U.S. CoffeeChamps Qualifying Competition (“Qualifying Competition”)
 - i. The Qualifying Competition is open to 36 competitors who register. There will be 36 competitors at the competition. Of the 36 spots, 10 are reserved: 4 for top scoring brewer at each 2024 USBrC preliminary competitions and 6 for the 2023 USBrC Championship finalists. Of the remaining 26, 13 slots will be lottery selection and the other 13 will be open registration.
 - ii. The Top scoring competitor from each of the 2024 USBrC Preliminaries will be awarded a reserved spot in the U.S. CoffeeChamps Qualifying Competition.
 - iii. The Top 6 finalists from the 2023 USBrC will receive a reserved spot at the 2024 U.S. CoffeeChamps Qualifying Competition. If a 2023 finalist passes on their reserved spot at the Qualifying Competition, the spot will be released back to Open Registration.
 - iv. Remaining spots will be available for Lottery Selection and Open Registration.
 - v. For the Qualifying Competition, a waitlist will be kept based on the chronological order of registration of each registrant who was not initially assigned a competition registration confirmation. The waitlist will be used to replace each confirmed competitor who cancels or cannot otherwise participate at the Qualifying

Competition. The participant(s) will be selected from the waitlist based on the chronological order of their registration. This waitlist will be maintained until 3 weeks prior to the Qualifying Competition.

- vi. At the conclusion, the top 20 competitors from the Qualifying Competition will be invited to compete in the USBrC.
- vii. The two highest scoring competitors from the Qualifying Competition will be given free registration to the 2024 United States Brewers Cup National Championship.
- viii. All Competitors and Judges are required to attend the Online Learning Session in order to participate at the Qualifying Competitions.
- ix. Competitors may only compete once within the season at the Qualifying level. They may, however, compete in another competition (i.e., Barista, Cup Tasters, or Roaster) at another Qualifying Competition.

c. United States Brewers Cup (“USBrC”)

- i. The positions to compete at the USBrC will be guaranteed until an invited competitor turns down their spot or fails to register for USBrC within the designated registration window. Any unclaimed position(s) will be offered to the next highest scoring Brewer(s) from the Qualifying Competition in which the unclaimed position(s) came from. Positions will be offered in descending sequence until all positions are filled. This waitlist will be maintained until 2 weeks prior to USBrC.
- ii. All Competitors must compete in a 2024 Qualifying Competition to be eligible to compete in the 2024 USBrC.
- iii. All Competitors and Judges are required to attend 1 Online Learning Session and the Competitor Meeting in order to participate at the USBrC.

d. Any dispute relevant to the qualifications or eligibility of a competitor will be reviewed and resolved by the U.S. Competitions Committee or the National Competitions Coordinator.

3.1.2 Age requirement

Competitors and judges must be at least 18 years of age at the time of the Brewers Cup Preliminaries.

3.1.3 Nationality

Competitors must hold a valid U.S. Passport, U.S. Green Card, or have 24 months of documented employment or scholastic curriculum in the United States of America.

3.1.4 Competitor Registration and Fees

- a. Registration links for the Qualifying Competition can be found at uscoffeechampionships.org or requested from the U.S. Competitions Committee (uscompetitions@sca.coffee).
- b. Competitors who are interested in competing in this event may select their preferred method of registration. If they wish to participate in the lottery, they may submit an application. Following the same protocol as last year, a random drawing will take place and the selected competitors will be notified by e-mail. Each competitor will be given a registration code following their selection. Lottery selection will take place 1-2 weeks prior to open registration. The remaining spots for the Qualifying Competition (including any spots that are left unclaimed by lottery recipients) will be available at a set time for online registration. Competitors must register and pay any registration fee to the SCA via the Internet. Space is limited, and competitors will be admitted on a first-come, first-served basis. Once an entry form has been received, a confirmation letter will be sent to the competitor via email. Competitors who qualify to compete at the U.S. Coffee Championships through the Qualifying Competition will receive an invitation and registration

information via email following the Qualifying Competition.

- c. Competitor registration is not complete until competitors have paid for their registration and filled out the registration form.
- d. Competitor registration belongs to the competitor listed on the registration form.
- e. **All registrations are non-refundable and non-transferable.**

3.1.5 Expenses

Competitors are fully responsible for any and all expenses personally incurred that are related to the competition including, but not limited to: travel; accommodations; and supplies needed for the competition. The USCC, SCA, US Chapter, or Hosts are not responsible or liable for any of the competitor's expenses. If a competitor cannot afford these expenses, it is their responsibility to see that their company or other outside parties cover these expenses.

3.1.6 Judging

- a. Competitors may not judge in any Brewers Cup competition in any country, including their own, prior to the conclusion of the season's World Brewers Cup Championship. It is not possible to compete and judge in the same competition in the same competition season, including preliminaries, the qualifying competition, the USBrC, and WBrC.
- b. USBrC Judges may not coach or judge at the same USBrC event. If a registered judge has coached or provided feedback to any competitor in any capacity (either as the primary coach, support coach, or consultant), they must declare that conflict of interest prior to the event and during Calibration. Failure to disclose conflict of interest may result in the disqualification of the competitor. Once the competition event has begun or judges have started their calibration (whichever is earlier), no communication or consultation in any form can take place between judges and competitors for the duration of that competition. Failure to comply during the event will result in the disqualification of the competitor and the removal of the judge from judging the competition.
- c. Competitors may not select or endorse judges within their Competition Body Competition.
- d. In any given year, coordinators or individuals who are involved in the management of their Competition Body Competition should not compete.

3.1.7 Conflicts of Interest

Judges and competitors are encouraged to let USBrC Head Judges and Committee know of any potential conflicts of interest at the soonest opportunity, and prior to the commencement of any competitions by competitors, judges, and/or event organizer. Failure to declare a potential conflict in advance of the competition could result in disqualification. Questions regarding conflicts of interest or clarification of the above policy should be directed to uscompetitions@sca.coffee.

3.2 COMPETITOR QUESTIONS

- a. All competitors must thoroughly read and understand the Qualifier Rules & Regulations and scoresheets without exception. All Brewers Cup and U.S. Coffee Champs documents may be downloaded from the competition website at www.uscoffeechampionships.org
- b. Competitors are encouraged to ask questions prior to arriving at the competition. If any competitor is unclear as to the intent of any rule or regulation, it is their responsibility to clarify that position with the U.S. Brewers Cup Committee or the National Competitions Coordinator prior to the competitions by contacting uscompetitions@sca.coffee. Competitors will also have the opportunity to ask questions during the Online Learning Sessions.

3.3 TERMS AND CONDITIONS

- a. Brewers qualifying for USBrC at Qualifying Competitions and the winner of the United States Brewers Cup (USBrC) are representatives of the Specialty Coffee Association (SCA) and United States Coffee Championships (USCC).
- b. Upon entry in the Brewers Cup and in exchange for the opportunity to win, each competitor shall:
 - i. fully authorize the SCA to use the competitor's name and image in any format without charge for the purpose of promoting the SCA, USBrC, Qualifying Competitions, or Preliminaries.
 - ii. without limiting the generality of subsection (b)(i) of this paragraph, authorize the SCA to use any format, including but not limited to photographic, video, print, internet, or any electronic media.
 - iii. fully abide by the SCA's Code of Conduct, found here: sca.coffee/code-of-conduct
- c. All competitors who successfully advance from the Qualifying Competition shall:
 - i. make themselves available to travel to compete in the 2024 United States Brewers Cup.
 - ii. include the name "Specialty Coffee Association" or "SCA" immediately before the name "Brewers Cup Qualifying Competition" or "United States Brewers Cup" in each instance in which the name "Brewers Cup Qualifying Competition" or "United States Brewers Cup" is mentioned.
 - iii. without limiting the aforementioned subsections include mention verbally, in print or via any electronic medium.
 - iv. promote the Specialty Coffee Association at every opportunity without charge to the SCA.
 - v. promote the relevant Brewers Cup Preliminaries as the pathway to the Coffee Champs Qualifying Competitions at every opportunity without charge to the SCA.
 - vi. promote the relevant Brewers Cup Qualifying Competition and Coffee Champs as the pathway to the United States Brewers Cup at every opportunity without charge to the SCA.

3.4 ENFORCEMENT OF RULES AND REGULATIONS

- a. The USBrC will employ these Rules & Regulations throughout the competition.
- b. If a competitor violates 1 or more of the Rules & Regulations, they shall be automatically disqualified from the competition, except when the Rules designate a specific enforcement or consequence.
- c. If a judge or competition organizer causes the violation of 1 or more of these Rules, a competitor may submit an appeal, according to the process detailed in the section "Competitor Protest and Appeals."

3.5 HEALTH & SAFETY CLAUSE

All Rules & Regulations are subject to change based on local and venue health and safety requirements or guidelines. The US Brewers Cup Committee will share any Rules & 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; requiring masking; schedule changes for sanitization, etc.

4.0 COMPETITION SUMMARY

4.1 QUALIFYING COMPETITION SUMMARY

- a. In the Qualifying Competition there is 1 round.
- b. This round consists of 2 components called Services: Compulsory Service and Open Service. All competitors will compete in both Services. There will be no Finals Round in the Qualifying Competitions, only the US Brewers Cup Championship.
- c. During Compulsory Service, competitors will be evaluated by 3 sensory Judges. Additionally, a Head Judge may be present, and will taste the cups served. *The Head Judge will not score the cups and is present to ensure calibration of the judges.*
- d. During Open Service, competitors will be evaluated by 1 Head Judge and 3 sensory judges. Each sensory judge panel will consist of 2 scoring judges, and 1 non-scoring judge-in-training or guest judge. Non-scoring shadow judges may also be present on stage.
- e. During Open and Compulsory Services, competitors will prepare and serve 3 individual and separate beverages, 1 for each sensory judge.
- f. Competitors may utilize any set of brewing devices of their choosing, so long as they qualify according to the definitions in these Rules.
- g. For Compulsory Service, competitors will have 38 minutes of combined practice and setup time in preparation for and prior to Service. For Open Service, competitors will have 5 minutes of setup time.
- h. During the Compulsory Service, competitors will have 7 minutes of competition time to prepare and serve their beverages, without any presentation or demonstration. Competitors will be limited to utilizing only the whole bean coffee provided by the Brewers Cup competition.
- i. In Open Service, competitors may utilize any whole bean coffee of their choosing and will have 10 minutes of competition time to prepare and serve their beverages with an accompanying presentation.
- j. All 3 beverages within Open Service must be prepared using the same whole bean coffee.
- k. Competitors may produce as many beverages as they like during their competition time. Only the beverages served to the judges will be evaluated.
- l. TDS measurements may be taken of each served beverage (for competitor reference only) during compulsory service.
- m. At the Qualifying Competitions, Brewers will compete on both days of competition. Competitors will complete Compulsory Service one day and Open Service on the converse day.

5.0 STANDARDS AND DEFINITIONS

5.1 COMPULSORY SERVICE

- a. Compulsory Service is 1 of 2 coffee services at the Qualifying Competitions.
- b. Each competitor will receive 350 g of the compulsory coffee at the start of their setup/practice time.
- c. Competitors will be given 38 minutes of setup/practice and 7 minutes of competition time to prepare and serve 3 cups of coffee, each brewed individually, to 3 judges. Competitors will be permitted to check electrical supply before their 38 minutes of setup/practice time begins.

- d. There is no break between the setup/practice time and competition time. Competitors will have 45 minutes total for Compulsory Service.
- e. Competitors in the Compulsory Service will all use the same Whole Bean Coffee and the same Standardized Service Vessels, as provided. Competitors will be limited to utilizing only the whole-bean coffee provided by the Brewers Cup competition.
- f. As instructed by the Stage Manager, competitors will prepare and serve their coffees when their competition begins.
- g. The beverages will be evaluated by sensory evaluation only and in accordance with the USBrC judging protocols (see relevant section below).
- h. In Compulsory Service, accompanying information (visual, verbal, sensory, etc.) will not be evaluated and should not be presented.
- i. During Compulsory Service, competitors must use the provided grinder, hot water tower, and water, as well as provided whole-bean coffee and service vessels.
- j. The Compulsory Stage is closed, competitor's coaches or helpers may not assist them at any point. If a coach or assist is found on the Compulsory Stage, the competitor will be disqualified.
- k. Bags/backpacks are not permitted on the Compulsory Stage. Competitors will be given a bus tub to carry their wares/brewing equipment onto the Compulsory Stage. Competitors may place their bus tub with wares/brewing equipment on their assigned stage but cannot unpack or touch wares until the Stage Manager signals the start of setup/practice time.
- l. Competitors may produce as many beverages as they like during their competition time. Only the beverages served to the judges will be evaluated.
- m. Competitors must return any remaining compulsory coffee at the conclusion of Service.

5.2 OPEN SERVICE

- a. Open Service is 1 of 2 coffee services at the Qualifying Competitions.
- b. Competitors will be given 5 minutes of setup time and 10 minutes of competition time to present, prepare, and serve 3 cups of coffee, each brewed individually, to 3 sensory judges and 1 head judge.
- c. In Open Service, competitors may utilize any whole-bean of their choosing and will have 10 minutes of Competition Time to prepare and serve their beverages with an accompanying presentation that enhances the coffee experience.
- d. All 3 beverages within each competition service must be prepared using the same whole bean coffee.
- e. Competitors may produce as many beverages as they like during their competition time. Only the beverages served to the judges will be evaluated.
- f. The competitors will be evaluated by sensory and presentation evaluation in accordance with the USBrC judging protocols (see relevant section below).
- g. During Open Service, competitors may use their own grinder backstage or the sponsor grinder onstage. They may also use their own water.

5.3 WHOLE BEAN COFFEE

- a. Whole bean coffee is the accumulation of roasted product of the seed of the fruit of a plant of the genus *Coffea*.

- b. For the purposes of this competition, no additives of any kind may be added to the coffee after it reaches the “green coffee” stage, i.e., seeds of the *Coffea* genus, dried as a part of the post-harvest process, and free from all pericarp layers. This includes exposure to aromatic substances, flavorings, perfumes, liquids, powders, etc.
- c. Coffee ground before the competition time will be allowed. The same rules regarding additives apply.
- d. The sponsored Compulsory Service coffee will be medium to medium-light roasted specialty-grade coffees (Agtron 60 to 80 Ground on ‘gourmet scale’), roasted without major roasting defects, such as baked or burnt, no more than 7 days prior to the competition. If more than 1 individual roast-batch of a coffee is provided, the batches will either be labeled uniquely, or batches will be completely blended.

5.4 THE BEVERAGE

- a. The beverage must be an extraction from particles of whole bean coffee, using water as the solvent. No other additives of any kind will be allowed, aside from those contained within the relevant definitions of whole bean coffee, brew water, brewing devices, and service vessels. Additional water may be added (“bypass”) to the beverage before serving to alter concentration.
- b. The beverage is suggested to have a total dissolved solids content of less than or equal to 2.00% or 20,000 ppm. This is to limit the beverage to the realm of what is commonly referred to as “filter coffee,” distinct from espresso or other categories of coffee-extracted beverage.
- c. Competitors will prepare and serve 3 individual coffee beverages, 1 to each of the 3 Sensory Judges.
- d. Each of the 3 beverages should be between 120 and 375 mL. If a beverage served is found to be less than 120 mL or more than 375mL, that particular beverage (cup) will be disqualified and receive no score. During Open Service, only the cup will be disqualified; Accuracy of Coffee Descriptors and Barista Evaluation scores will still be counted. Judges will still evaluate the under or over-served cup for the competitor’s reference.
- e. It is not necessary to serve the entire quantity of beverage produced during the coffee preparation. However, each sensory judge must be finally served at least 120 mL of the beverage in a single service vessel to evaluate.
 - i. For example, a competitor may serve a carafe alongside a poured final cup, but at least 120 mL of the coffee must be served in that cup for it to be considered “served.” Beverages with less than 120 mL in the final service vessel will be disqualified and receive a “0” for total cup score. Sensory judges will still evaluate for the competitor reference.

5.5 BREW WATER

- a. Competitors must utilize the water provided by the competition for Compulsory Service, but competitors may utilize their own brew water for Open Service.
- b. Provided water will be calibrated to within the acceptable ranges according to the section below, 7.2
- c. If a competitor chooses to utilize their own water, the water may be analyzed to ensure that it does not contain prohibited levels of additives or chemicals. Competitors should be aware that the head judge will taste the water at both room temperature and heated right before their competition time starts, to verify that the water does not contain any flavors or characteristics not typical of clean potable. Competitors intending to utilize their own water for Open Service must notify the Stage Manager and Head Judge prior to competing.
- d. Provided water will be available both at room temperature and heated to between 96.0 and 98.5°C.
- e. If a competitor chooses to use their own water, they must also provide their own device to heat the water to the desired temperature. Electrical power provided to power such devices will be limited to that provided by the competition.

5.6 GRINDER

- a. A grinder is a device that grinds whole bean coffee into smaller physical particles without changing the chemistry of the coffee, aside from that directly related to the grinding of the coffee (friction, heat, etc.), and does not add any additives to the coffee.
- b. Competitors must use the grinder provided for Compulsory but can use their own grinder for Open Service off-stage before service time.

5.7 BREWING DEVICE

- a. A brewing device is any item that a competitor uses during and is involved in the beverage extraction.
- b. Brewing devices must be “manual” in nature, and may not include or involve mechanical action powered by supplemental forces (i.e., electricity) other than those exceptions below:
 - i. Mechanical action powered by the competitor’s manual action (i.e. hand and/or arm action), by gravity, or created by the act of coffee brewing itself (i.e. pressure in vacuum brewers, movement in balance brewers) is permitted.
 - ii. Heat sources are allowed (electrical, magnetic, or liquid fuel), provided they are used to heat water or the coffee beverage and not to power any additional mechanism.
 - iii. A machine or mechanism that supplies the competitor with brew water is allowed, though if it involves any automated and/or portioning mechanism (i.e., a machine programmed to dispense a specific quantity of water), it may not be used directly on the coffee. For example, an automatic water delivery machine could dispense into a pouring vessel, but not directly to the coffee.
- c. Competitors must utilize their own brewing devices. While sponsors may make certain brewing devices available for competitor use, competitors are ultimately responsible for supplying their own brewing devices (including filtration media if applicable). The Brewers Cup or Host cannot be held responsible for the operational or structural integrity of the brewing devices supplied. Competitors using those devices should thoroughly test and inspect them.
- d. Competitors may utilize as many or as few brewing devices as they wish in order to produce the required three preparations within the allotted time.
- e. Brewing devices may not add any additive substances to the beverage whatsoever.

5.8 COFFEE PREPARATION

- a. The coffee preparation for each judge shall consist of separate and individual preparation(s).
- b. A “separate and individual preparation” is defined as an extraction directly resulting from 1 distinct quantity of coffee and 1 distinct quantity of water. Competitors may therefore NOT serve more than 1 judge from any distinct and individual preparation (e.g., competitors may NOT prepare a single 1 liter French press and pour it into 3 cups for the judges. Acceptable service would involve the use of 3 individual French presses).
- c. The “extraction time” is defined as the duration of time that begins the moment the brew water and coffee grounds first come into contact and ends the moment the competitor stops brewing. Brewing stops when the extracted beverage has completely separated from the coffee bed (water retained within the coffee grounds is not considered part of the “extracted beverage”), or when the barista has cut the flow of extracted beverage into the service vessel, whichever comes first. Water due to prewetting of filters will not be considered as “brew water.”
- d. Beverages will be disqualified if the extraction time begins before the competition time begins.

5.9 SERVICE VESSEL

- a. A service vessel is a cup, server, or other vessel in which the competitor serves the coffee beverage to the judges.
- b. A minimum of 3 service vessels are required for Service.
- c. Coffee beverages must be served in 1 complete portion of a minimum of 120 ml for each judge in a service vessel (e.g., they may not be served in 2 or more distinct portions of beverage as a “split beverage”).
- d. Service vessels should not impart any flavors or odors.
- e. There is no restriction on the material, shape, or size of the service vessels, though the judges should be able to pick it up and sip from it directly.
- f. The Host will supply a Standardized Service Vessel with a volume between 150 to 375 mL. This vessel will be provided for Service.
- g. Competitors may serve their coffee in the Standardized Service Vessel or a vessel of their choosing that is between 150 to 375 mL.

6.0 COMPETITION AREA

- a. The full competition area for the USBrC will consist of 2 areas: The Compulsory Stage and Open Service Stage.
- b. The Compulsory Service Stage will be in a roped off area. Only competitors competing in their specific time slot, event staff, and scheduled volunteers will be allowed on the Compulsory Service Stage. Competitors not scheduled, audience members, coaches, and helpers may watch Compulsory Service from the audience seating area.
- c. The Open Service Stage area will be in a separate area, with seating for the audience. Any equipment (e.g., grinders, hot water machines, water, brushes, dump buckets, etc.) on the Open Service stage are for Competitor, Judge, and Volunteer use only.

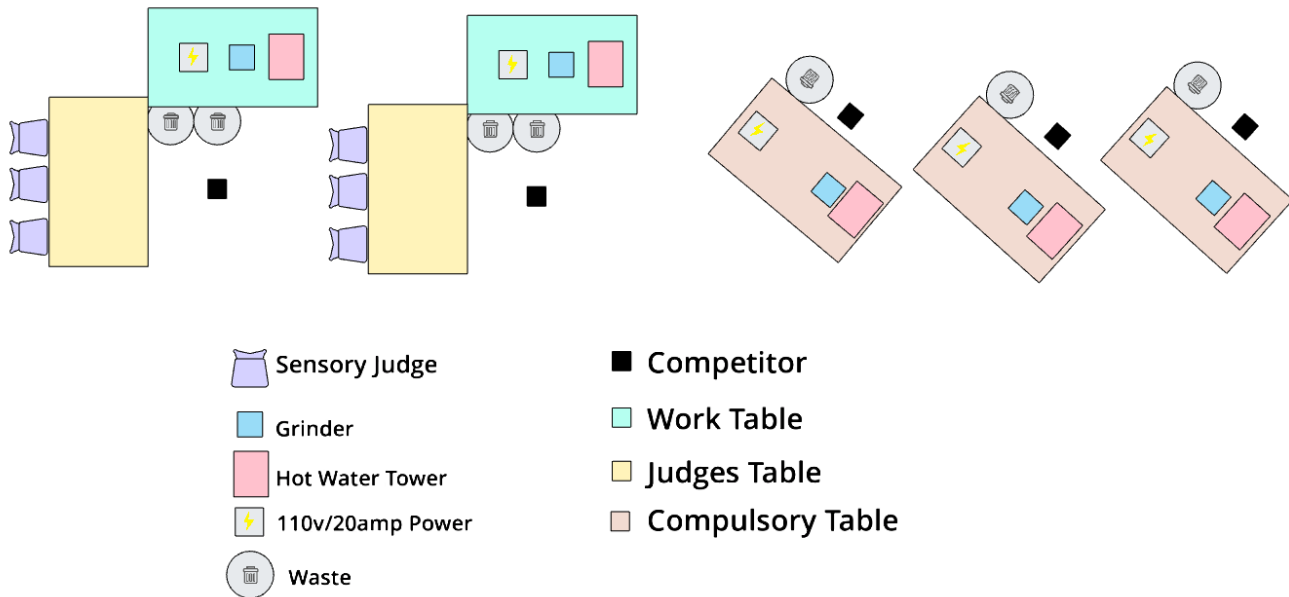
6.1 THE STAGE

6.1.1 Compulsory Service Stage Area

- a. The Compulsory Service area consists of:
 - i. Compulsory Table: 3 tables will support the hot water machines, sponsored coffee grinders, cleaning accessories, and other tools and accessories.
 - ii. Each individual station will have 1 sponsored grinder and 1 hot water tower. The hot water machine and grinder are in a fixed technical configuration and may not be moved by the competitors.

6.1.2 Open Service Stage Area

- a. The Open Service Station consists of:
 - i. Judging Table: The judges will be seated side-by-side at a rectangular table (30”H x 23-30”W x 72”-96”L), facing the competitor and prepared to evaluate the coffees served and competitor presentations.
 - ii. Machine Table: A table (30”H x 23-30”W x 72”-96”L) will support the hot water machine, the sponsored coffee grinder, cleaning accessories, and other tools and accessories.
 - iii. The hot water machine and grinder are in a fixed technical configuration and may not be moved by the competitors.



7.0 MACHINERY, ACCESSORIES & RAW MATERIALS

7.1 HOT WATER MACHINE

- a. The hot water machine will be set to dispense water between 96.0°C (204.8°F) and 98.5°C (209.3°F), measured at the point of use (nozzle or spigot).
- b. Competitors may not change, adjust or replace any element, setting, or component of the hot water machine. Any changes or adjustments made may be grounds for disqualification. Any damage to the competition equipment due to misuse or abuse is grounds for disqualification.

7.2 WATER

- a. Competitors must use the provided water during Compulsory Service.
- b. The hot water machine will be dispensing provided water only.
- c. Competitors may request room temperature provided water to heat with their own devices.
- d. The provided water will be calibrated with the following standard as the target:
 - i. Odor: Clean/fresh, odor free
 - ii. Color: Clear color
 - iii. Total Chlorine/Chloramine: 0 mg/L
 - iv. TDS: 85 mg/L (acceptable range 50-125 mg/L)
 - v. Calcium Hardness: 3 grains or 51 mg/L (acceptable range 1-5 grains or 17-85 mg/L)
 - vi. Total Alkalinity: 40 mg/L (acceptable range at or near 40 mg/L)
 - vii. pH: 7.0 (acceptable range 6.5 to 7.5)
 - viii. Sodium: 10 mg/L (acceptable range at or near 10 mg/L)

7.3 GRINDER

- a. A coffee grinder will be located on the equipment table for competitor use.
- b. During Compulsory Service, competitors must use the provided grinder.

7.4 ADDITIONAL ELECTRICAL EQUIPMENT

- a. Competitors may bring up to 2 pieces of additional electrical equipment to be used during their coffee preparation and/or presentation. Competitors must notify the Host onsite. Total power requirements for the additional electrical equipment must be accommodated by a single single-phase circuit which will be shared with the grinder(s). Maximum 120v/20 amp draw combined for the 2 pieces of additional electrical equipment.
- b. It is the competitor's responsibility to ensure the provided electrical service is sufficient to power the competitor's additional equipment. No "technical appeals" will be accepted due to excessive electrical needs for a competitor's additional equipment.
- c. All electrical in the competitor practice area is shared and its use is at the discretion of the Host.
- d. There is no restriction on additional equipment that does not require the use of the provided grounded electrical service, provided such equipment is otherwise permitted by these Rules.

7.5 PROVIDED FACILITIES & EQUIPMENT

The competition area will be equipped with the following:

- Equipment Table (For hot water machine and grinder)
- Service Table (Judges' table)
- Hot water machine(s)
- Coffee grinder(s)
- Standardized Service Vessels (for Service)
- Cleaning brushes (for grinder and counter)
- Trash can and/or compost bin
- Bucket for discarded liquid
- Cupping spoon, water, rinse water cup, spittoon, and napkin for judges
- A variety of brewing devices
- A variety of coffee filtration media
- A variety of kettles

7.6 COMPETITOR EQUIPMENT & SUPPLIES

- a. Competitors are required to bring all the supplies necessary for their presentation outside of service cups. 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. USBrC, volunteers, and event staff are not responsible for the safety of items left in the competition area.
- b. Competitors are highly encouraged to minimize the equipment they use for the performance and bring functional items only (e.g. brewing devices, etc.). Providing non-required items may cause competitors to lose points. If

competitors provide the items NOT allowed in the rules below during their Service, they will receive a score of 0 for the “customer service/hygiene” section of the scoresheet.

c. Competitors can bring the following optional items:

- Their own brewing devices
- Their own coffee filtration media
- Their own kettles
- Additional Electrical Equipment (Maximum 2 items)
- Brewing device stands
- Brewing device accessories
- Scales (for mass measurement)
- Thermometers (for temperature measurement)
- Timers (for time measurement)
- Additional coffee filtration medium
- Service vessels for Open Service (at least 3 plus spares)
- Cleaning cloths/rags
- TDS meter
- Visual items such as printed items - Other visual aids may be used as long as they serve a clear purpose and are not decorative in nature. Visual aids must enhance the performance by being clearly intentional and applicable to the performance. For example, a competitor may provide judges written taste description, however judges will only count what is said verbally during their performance.

d. The following are provided by the competition:

- Hot water machine
- Competition water
- Grinder
- Coffee for Compulsory Service

e. The following are NOT allowed:

- Judging table decoration items that have no function for the coffee service.
- Any sensory/food items, including water and ground coffee, for judges to consume except for brewed coffee.
- Cupping spoon, water, rinse cups, spittoons, and napkins for judges (which are provided by the competition.)

8.0 COMPETITOR INSTRUCTIONS PRIOR TO PREPARATION TIME

8.1 ONLINE LEARNING SESSION

- a. Prior to the competition, an Online Learning Session will take place. Taking part in or watching a recording of one of these sessions is required for all competitors and judges. Any important onsite information will be given to you via email before the competition. The USCC Competitions Committee, Stage Manager(s) and/or Head Judges will also be able to assist you with onsite event questions during the competition.

8.2 COMPETITOR MEETING

- a. There is a competitor meeting prior to the start of the USBrC. This meeting is mandatory for all competitors. During this meeting the Competitions Manager, event staff, head judges, and Stage Managers will make announcements, explain the competition flow, discuss the competition schedule, and cover onsite logistics. This will be an opportunity

for competitors to ask questions of the event staff and head judges. If a competitor does not make advanced plans with the Competitions Manager and does not attend the orientation meeting, they are subject to disqualification.

8.3 INTERPRETERS

- a. 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. When a competitor speaks, the interpreter is only allowed to translate exactly what the competitor has said. No additional competition time will be allotted with the use of an interpreter. It is the competitor and coach's responsibility to read the Interpreters best practices document that is available from <http://www.worldbrewerscup.org>. Competitor and Coach will be required to sign a statement confirming they have read and understood what is required at the Competitor Meeting prior to the competition.

8.4 PREPARATION ROOM AND PRACTICE AREA

- a. There will be a staging area designated as the competitors preparation room and a designated backstage space for the competitor practice area. The table layout cannot be altered in the preparation room or practice area. Competitors will have access to their preparation table for the whole weekend. All wares must be removed after the competitor has finished competing.
- b. Load-in to the preparation room will be as follows:
 - i. All competitors may load in at a TBD time, depending on venue. This information will be e-mailed ahead of competition.
 - ii. In the competitor preparation room, electrical equipment should be limited to grinders. Electrical will not be provided for water kettles or other electrical equipment. All electrical in the competitor practice area is shared and its use is at the discretion of the Stage Manager.
- c. These areas are reserved for the competitors, coaches, volunteers, and any USBrC officials.
- d. Press/media and family members and supporters may not be present in this area without consent from the USBrC event organizers or the Stage Manager.
- e. Preparation room and practice area access will be restricted to the **competitor and 2 coaches**, unless otherwise communicated by the Stage Manager.
- f. Competitors will be able to store their equipment, accessories, ingredients, etc. in this room at their own risk.
- g. Refrigerators may be available for any ingredients that need to stay cold or frozen, but are not guaranteed. All items stored in the provided refrigerators **must** be labeled with the competitor's name.
- h. The preparation room will also include a dishwashing station for competitors to use to wash glass and barware. Competitors are responsible for keeping track of and cleaning their own dishes and glassware. Runners and event staff are not responsible for breakage or loss of dishes or competitor items.
- i. Judges and Head Judges are not permitted in the preparation room or practice area **at any time.**

8.5 COMPULSORY SERVICE COFFEE

- a. Immediately before each competitor's practice time starts, each competitor will receive a 350g bag of the Compulsory Coffee. Competitors will use this provided coffee for both practice and competition. See "Standards and Definitions" for more about the provided coffee.
- b. Any unused Compulsory Service Coffee remaining at the end the competitor's competition time **MUST** be returned to the Competitions Manager, Asst. Stage Manager, Head Judge, or designated volunteer. This includes coffee in all forms: whole bean, ground coffee, brewed coffee, and brewed coffee grounds. Failure to return any unused Compulsory Coffee will result in disqualification.

8.6 BE ON TIME

- a. Competitors must be in the preparation/practice room a **minimum of 60 minutes prior** to their scheduled Cart to Stage time and check in with their Stage Manager or Asst. Stage Manager.
- b. Competitors must have their carts or bus tubs ready to be wheeled out to the stage at their Cart to Stage time indicated on the competition schedule. Any competitor who is not standing by and ready to be wheeled out immediately at their Cart to Stage time may be disqualified.

8.7 PRACTICE TIME

- a. Competitors will have a minimum of 20 minutes and a maximum of 60 minutes practice time on the Open Service stage. Practice times & arrangements will be communicated with the schedule ahead of the competition.

8.8 EVENT AUDIO SYSTEM / COMPETITOR MUSIC

- a. Competitors may bring music - formatting information forthcoming from USCC.
- b. Music may not contain profanity otherwise the competitor's score on "Overall Workflow" may be penalized on the head judge scoresheet. Competitors must mark their music clearly with their name and competitor number.
- c. It is the competitor's responsibility to give the Stage Manager, Asst. Stage Manager, or Audio-Visual staff their music prior to the start of the preparation time. It is also the competitor's responsibility to retrieve the music from the Stage Manager or Audio-Visual staff after the competition. Music that is not retrieved will be discarded after the competition.

8.9 STATION MAINTENANCE

- a. Competitors will be responsible for keeping the preparation area clean and ready for the next competitor. There will not be "station maintenance" volunteers, so competitors must clean and organize the station at the end of their competition time. Failure to do so may result in disqualification.

8.10 STATION SETUP

- a. The Head Runner or Stage Manager will be responsible for ensuring that each competitor's station is set as the competitor has requested prior to their preparation time (i.e. the Head Runner or Asst. Stage Manager will make sure each competitor's electrical equipment is placed per the competitor's request).
- b. If a competitor has brought additional electrical equipment, the competitor needs to inform the host/runner/stage manager prior to the start of competition. The Head Runner or Stage Manager will contact the competitor prior to their Cart to Stage time. If the competitor or the competitor's coach would like to help the Head Runner or Stage Manager take their additional electrical equipment to the station, this will be allowed; however, once the items are in place, plugged in, and tested to ensure they power on, the competitor or coach will not be allowed to touch the items and must leave the stage immediately.

8.11 SUPPORTERS / ASSISTANTS NOT ALLOWED ON STAGE

- a. No one other than the competitor, authorized event personnel, and designated volunteers are allowed on stage during the allotted preparation, performance, or clean-up time. Failure to comply may result in disqualification.

8.12 CART TO STAGE

- a. A waiter's cart or bus tubs will be available for the competitor to transport their items to and from the competition area. Prior to the competitor's preparation time, they will load the cart or bus tubs with the supplies and glassware needed for competition. The Head Runner or a Stage Manager will assist the competitor as they wheel the waiter's

cart or bus tubs from the preparation area to their assigned station. Only the Head Runner or Stage Manager will be allowed to assist the competitor on stage with the cart. Once on stage, the Head Runner or Stage Manager will ask the competitor if the station is set to their specifications; if the competitor says “yes” the Head Runner or Stage Manager will leave the stage; if the competitor says “no” the competitor will say what additional changes need to be made. The Head Runner or Stage Manager and the competitor are allowed to make these adjustments together per the competitor’s request. Once the station setup meets the competitor’s approval the Head Runner or Stage Manager will introduce the competitor to the preparation timer and leave the stage.

9.0 PREPARATION TIME

9.1 PREPARATION/SETUP TIME

- a. Competitors will be assigned a scheduled Setup Time for Open Service.
- b. Each competitor will have 5 minutes to set up their station and prepare all relevant items for the Competition Time. Electrical equipment may be set up and plugged in prior to the start of Setup Time, but may not be energized (turned on) until Setup Time begins.
- c. When Setup Time elapses the competitor must cease all active preparation or manipulation of items that will be involved in the coffee service until the Competition Time begins. Competitors may not be holding in their hands anything involved in the coffee service after the Setup Time elapses, with the exception of a timer or personal drinking water.
- d. Competitors should account for the fact that the time between the end of Setup Time and beginning of Competition Time may and shall vary.
- e. Once the competitor has arrived at their assigned station, the official preparation timekeeper will ask the competitor if they are ready to begin. The competitor must raise their hand and say “time” to begin their 5 minutes of preparation time before touching anything at their station. The designated timekeeper will begin a stopwatch at that moment. If a competitor’s preparation time is ready to begin and the competitor is not ready, their time may be started at the discretion of the stage manager. Competitors are responsible for ensuring that they are ready prior to the start of their preparation time.

9.2 CART OR BUS TUBS

- a. Competitors are responsible for the loading and unloading of supplies on the provided waiter’s cart or bus tubs. The preparation timer will remove the cart from the stage at the end of the competitor’s preparation time. The waiter’s cart is not allowed on stage during the performance. Please note that if items are left on the cart after the competitor’s preparation time has concluded, the competitor may not retrieve those items until their performance is underway. (See “Forgotten Accessories”)

9.3 END OF PREPARATION TIME

- a. Competitors may not exceed their allotted 5 minutes of preparation time. The timekeeper will give the competitor 3 minute, 1 minute, and 30 second warning during their 7 minutes of preparation time. At 5 minutes, the official preparation timekeeper will indicate that time has expired and ask the competitor to step away from the station. Any competitor who fails to cease preparation within 5 minutes will be subject to penalties as shown in the “time penalties” section.

10.0 ROUND ONE COMPETITION

10.1 SUMMARY

- a. Round One will consist of Compulsory Service and Open Service. Scores for Round One will be calculated as the sum

of scores for Compulsory Service and Open Service.

- b. Competitors will be assigned a scheduled Setup Time and Competition Time for both Compulsory Service and Open Service. Competitors who are not ready to begin their Setup and/or Competition time at their designated time will be disqualified. If the competition is delayed, competitors should still be ready to begin their setup at the scheduled time.

10.2 COMPULSORY SERVICE

10.2.1 Compulsory - Practice Time

- a. For Compulsory Service, practice time will be scheduled just prior to each competitor's set up and competition time. Competitors will have 38 minutes of practice/setup time. At the end of the 38 minutes, the timekeeper will start the setup time, followed by the competition time. There will not be a break in between practice/setup time and competition time. Competitors should be prepared to start their competition time at the end of practice/setup time.
- b. Competitors are not allowed to have assistance from coaches, helpers, or any other individuals during Compulsory Service practice time.

10.2.2 Compulsory - Begin Competition Time

- a. Competitors will be scheduled on a timetable in groups of 3 competitors. After their 38 minutes Practice Time, the Competition Time will begin. There will be no hard stop in timing between Practice Time and Competition time. The timekeeper will provide verbal time cues, but the Competition Time will continue fluidly on from the Practice Time.

10.2.3 Compulsory - Competition Time

- a. The competitor has 7 minutes to prepare and place on the provided tray and placemat for service to the Compulsory Judges.
- b. All competitors shall exclusively use the Compulsory Service coffee, as provided by the competition, and no other coffee (whole bean or ground).
- c. No "presentation" should be performed whatsoever. Competitors should endeavor to work quietly.
- d. Competitors may not prepare their coffees at the judging table. The judging table is for the evaluation of the beverages only, and judges will not be able to observe the preparation.
- e. Competitors have the option of grinding their coffee and preparing their brewing water during the competition time or during the practice time.
- f. Beverages must be prepared and served according to these Rules specifically the "Standards and Definitions" section, for example each cup must have a minimum of 120 mL in it, each from their own single extraction. A competitor may not blend individual brews for service and evaluation.
- g. The competitor is to serve the beverages to the judges by placing them on the designated service tray located at the end of the preparation station. A service porter will deliver the beverages to the judges.

10.2.4 Compulsory - End Competition Time

- a. Competition time ends when the competitor serves the third and final beverage on the designated serving tray **and** the competitor raises their hand and calls "time."
- b. The competitor whose beverages are not served within 8 minutes will be disqualified. However, judges may continue to evaluate and score the beverage for the competitor's reference only.

10.2.5 Compulsory - Time Penalties

- a. If the competitor has not finished his/her presentation during the allotted 7 minute period, they are allowed to proceed until the preparation is completed.
- b. After the 7 minutes has lapsed, 0.5 point shall be deducted for every 1 second over 7 minutes from the competitor's total score up to a maximum penalty of 30 points (1 minute). The timekeeper volunteer or stage manager will write any time penalties on the competitor's coded placemat and inform the compulsory head judge.
- c. Any competitor whose competition time exceeds 8 minutes will be disqualified.

10.3 OPEN SERVICE

10.3.1 Introduction by Master of Ceremonies

- a. Immediately prior to beginning their Open Service presentation, the Master of Ceremonies (emcee) will introduce the competitor to the audience. Competitors are required to wear a wireless microphone; however, the microphone will only be on during the performance time.

10.3.2 Open Service - Practice Time

- a. For Open Service, Competitors will be able to practice brewing their own coffee during the morning of their scheduled Open Service competition day on The Stage. Competitors will be given 20 minutes of practice time, in which they can receive assistance from coaches, helpers, etc. Practice time will be monitored by a volunteer timekeeper, but it is the responsibility of the competitor to manage their own time and be respectful of other competitors by making sure they are off the stage by the end of their 20 minute practice session.
- b. Practice time is run by the clock, if a competitor is late to their practice time they will not be given additional time (For example, a competitor's practice time starts at 7:00am and they arrive at 7:05am, they will only have 15 minutes of practice time.)
- c. Competitors must be cleaned up & off their station prior to the end of the practice time. Competitors should be near the practice station & ready to start as soon as their practice time begins.
- d. The Competitions Manager will provide details of the Open Service Practice Times via email before the event. Practice times will also be listed on the competitor's schedule.

10.3.3 Open Service - Setup Time

- a. See section 9.1 PREPARATION/SETUP TIME
- b. Once the Setup Time concludes, competitors who utilize their own water must provide 2 approximately 100 mL samples of water: 1 at room temperature and the other heated. The 2 vessels will be provided by the event organizers. The samples will be poured from the kettle, container, or bottles the competitor uses to prepare the coffee. Both samples will be evaluated by the Head Judge to verify the water does not contain any flavors or characteristics not typical of clean potable water.

10.3.4 Open Service - Begin Competition Time

- a. Competitors will be assigned a scheduled Open Service competition time. After their 5 minutes Setup Time the competitor will start their competition time by announcing this to the timekeeper. The competitor should verify that the timekeeper is prepared to start the timer.

10.3.5 Open Service - Competition Time

- a. Competitors will have 10 minutes to prepare, serve, and present 3 individual preparations of brewed filter coffee to 3 judges.
- b. Competitors will utilize whole bean (or ground) coffee of their choosing in keeping with specs outlined in section 5.3.
- c. Competitors have the option of grinding their coffee and preparing brew water during the competition time or

beforehand.

- d. Coffee service should be accompanied by a presentation to the judges that articulates the taste-experience presented, demonstrates exemplary customer service, demonstrates wider understanding of coffee and brewing, and enhances the overall coffee experience.
- e. Beverages must be prepared and served according to these Rules.
- f. The competitor is to serve the beverages to the judges by placing them on the judging table, 1 directly in front of each judge. Competitors must actively place each beverage in front of a judge in order for it to be deemed "served." If a competitor fails to serve a judge directly, or if beverages are not served within the competition time, the cup in question will receive a total score of zero. However, judges may continue to evaluate and score the beverage for competitor's reference only.
- g. See 9.3.7 for serving details.

10.3.6 Open Service - End Competition Time

- a. Competition time ends when the competitor raises their hand and announces "time."
- b. Beverages not served within the competition time will receive a total score of zero for the beverage. However, judges may continue to evaluate and score the beverage for competitor's reference only.
- c. The judges will not evaluate based on anything said, served, or presented before or after the competition time.
- d. Once the competition time is over the competitor is to return to the preparation area to clean up and prepare the station for the next competitor.

10.3.7 Open Service - Time Penalties

- a. If the competitor has not finished their presentation during the allotted 10 minute period, they are allowed to proceed until the preparation or presentation is completed.
- b. Only the time recorded by the competition scorekeeper or head judge will be used for scoring purposes.
- c. Competitors are allowed up to 10 minutes for completion of their performance without penalty. There is no penalty or additional incentive to complete a performance in less than 10 minutes.
- d. 0.5 points will be deducted from the competitor's total score for every 1 second over 10 minutes with a maximum penalty of 30 points (1 minute).
- e. Any competitor whose preparation or performance time exceeds 11 minutes will be disqualified.

10.3.8 Additional Open Service Information

- a. Competitors should present their coffees with an accompanying presentation that enhances the taste experience of the coffees, demonstrates wider understanding of coffee and brewing, and relates to exemplary service in a real world specialty coffee experience.
- b. The presentation will be evaluated based on accuracy of the descriptors, as well as scores related to barista skills and presentation (as outlined below.) Presentations may be creative, informative, and entertaining, but should always be focused on enhancing the judges' coffee experience.
- c. Competitors may not serve or present any food, drink, or aromatic experience for the judges to consume, imbibe, taste, or smell, other than the coffee beverage served. Any such service will not be evaluated by the judges and a 0 score will be given in the Customer Service/Hygiene category of the score sheet.
- d. Competitors may not ask the judges to physically move from their judging positions.

- e. Judges will only evaluate beverages that are served to them in the final cup. If a competitor changes, modifies, affects, or otherwise interacts with the beverage or cup after it was served to a judge, the beverage is considered served again and any prior evaluation will be disregarded, and the judge will evaluate the beverage as a new beverage. Judges may follow Aroma evaluation instructions given by the competitor. Once the beverage is decanted and finally served to the judges for taste evaluation, the competitor may no longer interact with the beverage or cup.
- f. The “Aroma” score component will be evaluated as the coffee is served and from the cup the beverage is finally served in, unless the competitor gives specific instructions during the Open Service. Competitors may override the protocol and provide a vessel to evaluate the aroma but they will need to decant the beverage into the final service vessel, within the competition time, for judges to evaluate the beverage. If the beverage is altered between assessment of aroma and decanting into the final service vessel, the aroma score will be that of the final beverage.
 - i. For example, if instructions are given to assess aroma from a concentration prior to bypass, the aroma score will be that of the final beverage served after the bypass water has been added.
- g. Under modified COVID-19 protocols, the head judge will decant 4 spoonfuls of each served beverage *before* sensory judges evaluate aroma. This is to support judges calibration and to record sensory uniformity for competitor reference.

10.3.9 Communication After Competition Time

- a. Competitors may not talk to the judges once their performance has ended. Any communication provided to judges after the completion of a presentation will not be considered for scoring evaluation. Competitors may continue to talk to the Master of Ceremonies after the competition time has ended; however, the judges evaluation will not be impacted by the conversation or information given after the competition time has ended.

10.4 COACHING

- a. Instructions or ‘coaching’ may not be provided to a competitor during the time of their competition under penalty of disqualification. Audience participation and enthusiastic fan support is encouraged so long as it 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.

10.5 CLEAN-UP TIME

- a. Once a competitor has completed their performance and called time, a station runner will bring the waiters cart back or bus tubs on stage for the competitor to load their supplies on. If a competitor brought their own 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.

11.0 TECHNICAL ISSUES

- a. During the preparation and/or competition time, if a competitor feels there is a technical problem the competitor should raise their hand, call “technical” and ask for the Stage Manager (during preparation time) or for the Head Judge (during competition time). Competition time will stop. Competitors may call for a technical timeout for the following reasons only:
 - i. The electrical power supply to the provided grinder or brew water machine
 - ii. The provided grinder or brew water machine
 - iii. If provided: The audio visual equipment (i.e. the competitor’s microphone)
- b. If the Host/Stage 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, if appropriate. Once the technician has fixed the problem the competitor’s time will resume.

- c. If the technical problem cannot be solved in a timely manner the Host/Stage Manager/Head Judge will make the decision whether or not the competitor should wait to continue their performance or stop the performance and start again at a rescheduled time.
- d. If a competitor must stop their competition time the Host will reschedule the competitor to compete in full again at a later time.
- e. If it is determined that the technical issue is due to competitor error or the competitor's personal equipment the Host or Stage Manager may determine that no additional time will be given to the competitor and the preparation or competition time will resume without time being credited.
- f. Unfamiliarity with equipment is not grounds for a technical timeout.

11.1 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 at the discretion of the head judge.

11.2 FORGOTTEN ACCESSORIES

- a. If a competitor has forgotten any of their equipment and/or accessories during their preparation time, the competitor may exit the stage to retrieve the missing items; however, their preparation time will not be paused.
- b. If a competitor has forgotten any 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. The competition time will not be paused.
- c. Nothing may be delivered by the runners, supporters, team members, or the audience, otherwise the competitor is subject to disqualification by the presiding head judge.

12.0 POST COMPETITION: SCOREKEEPING

- a. The scorekeepers are responsible for adding all scores and for keeping all scores confidential.

12.1 SCORESHEET BREAKDOWN

The USBrC Qualifier score sheets are made up of the following elements:

- a. The Brewed Coffee Evaluation is the sum of the 7 cup score components: Aroma, Flavor, Aftertaste, Acidity, Mouthfeel, Sweetness, and Overall.
- b. The Barista Evaluation is the sum of the description scores for all cup score components (except overall): Aroma, Flavor, Aftertaste, Acidity, Sweetness, and Mouthfeel. It also includes scores for Well Explained/Prepared, Customer Service, and Presentation.
- c. The Total Head Judge score for Open Service is composed of Overall Workflow and Technical Uniformity scores.

12.1.1 Open Service Scoring

- a. The Open Service Total Score from each sensory judge is calculated by adding the Brewed Coffee Evaluation scores to the Barista Evaluation scores.
- b. The competitor's total final Open Service score is tabulated by adding the 2 Service Scores, one from each of the two scoring sensory judges.

- c. The scoring sensory judges combined Open Service score is then added to the Total Head Judge Score for Open Service. Any overtime penalties are subtracted to calculate the competitors Open Service Final Score.

12.1.1 Compulsory Service Scoring

- a. The competitor's Compulsory Service score is tabulated by adding the 3 Total Cup Scores, 1 from each of the 3 sensory judges.
- b. Any overtime penalties are subtracted to calculate the competitors final Compulsory Service score.

12.2 Tie Breaking

- a. If there is a tie between 2 or more competitors the procedure to determine placement will be the following:
 - i. The competitor(s) with higher sum of Competitor Evaluation scores (accuracy of descriptor scores and the competitor presentation scores) will be ranked higher.
 - ii. If there is still a tie, the competitor with the higher sum of "Brewed Coffee Evaluation" scores will be ranked higher.
 - iii. If there is still a tie, the competitor with the higher sum of "Overall" in Coffee Evaluation scores will be ranked higher.
 - iv. If there is still a tie the competitor with the higher sum of "Taste Description" scores will be ranked higher.

12.2.1 Rounding

- a. Scores shall be rounded to the nearest hundredths-place (i.e., a total score of 88.583333 will be rounded to 88.58)

12.3 DEBRIEFING

- a. Following the awards ceremony, competitors will have an opportunity to review their scoresheets with the judges on-site in accordance with the announced schedule. Competitors are allowed to keep their original score sheets only if the Scorekeeper and US Brewers Cup Committee have scanned the scoresheets.
- b. Digital copies are available to competitors upon request starting 30 days after the conclusion of the Competition by emailing the USCC Strategic Committee at uscompetitions@sca.coffee. Only competitors may request digital copies and only of their own scoresheets.
- c. If a competitor objects to their scores given by one or more judges, the competitor can meet with the Presiding Head Judge during the competitor debriefing to explain their protest. The Presiding Head Judge will discuss the competitor's protest on-site with the judges who judged the competitor. They will make a decision on-site and the Presiding Head Judge will inform the competitor of the decision.

13.0 QUALIFIERS JUDGING

13.1 WHO IS CERTIFIED TO JUDGE THE BREWERS CUP QUALIFIERS

- a. Individuals judging the qualifiers must be certified by the U.S. Brewers Cup Committee as demonstrating a thorough understanding of these Rules and possessing the necessary skills and experience to effectively and consistently perform complete organoleptic evaluations of coffee extracts (of 2.00% strength or lower) to a standard suitable for a U.S. Brewer Cup.

- b. Judges must attend one of the scheduled Online Learning Sessions and attend and pass the Judges Certification Workshop scheduled just prior to the competition. Judges must also participate in the morning calibration session of each competition day during the competition.
- c. A Head Judge will be designated by the U.S. Competitions Committee to ensure judges calibration and to take notes of taste descriptors, coffee information, and brewing method details given by the competitors.

13.2 GOALS AND PURPOSES FOR JUDGES

- a. To support the barista profession.
- b. To promote specialty coffee and coffee excellence in the cup.
- c. To be neutral, fair, and consistent when evaluating.
- d. To select a worthy and highly professional Brewers Cup Champion.

13.3 WHAT THE JUDGES ARE LOOKING FOR IN A BREWERS CUP CHAMPION

- a. The judges are looking for a champion who:
 - i. Prepares brewed coffee beverages of exemplary quality.
 - ii. Delivers outstanding customer service.
 - iii. Can articulate the taste experience offered by their brewed coffee beverages.
 - iv. Delivers an exceptional overall coffee service experience.

13.4 MAIN TASKS FOR BREWERS CUP JUDGES

- a. Brewers Cup Judges are expected to support the competitor by:
 - i. Evaluating and scoring fairly according to these Rules and without bias or prejudice.
 - ii. Demonstrating support by being constantly responsive and engaged (i.e., smiling, eye contact, answering competitors' questions enthusiastically).
 - iii. Showing respect to the competitor and their cultural background.
 - iv. Writing objective, respectful, Rules-based comments on the scoresheets. The competitors will be given their scoresheets after the competition.
 - v. Participating in the mandatory debriefing (scoresheet review) with the competitors.
 - vi. Being accessible to the competitor after the competition for further comments.

13.5 WHAT THE JUDGES SHOULD EXPECT FROM THE COMPETITOR

- a. Competitors will have a firm understanding of these Rules.
- b. Preparation, service, and presentation will be in accordance with these Rules.
- c. Competitors will perform within the competition time.

13.6 JUDGES' DO'S AND DON'TS PRIOR TO JUDGING

- a. Judges should refrain from communicating with the competitors regarding specifics about their service, coffee, or presentation, before and during all days of competition. Judges should always be encouraging and positive in interactions with competitors and not avoid them.

- b. Sensory judges should try to only eat bland or neutral tasting food before judging.
- c. Do not smoke before judging.
- d. Use deodorant, one that is non-perfumed.
- e. Do not wear perfume, cologne or scented aftershave.

13.7 JUDGES' BEHAVIOR DURING THE COMPETITION

- a. All judges must be FAIR and HONEST.
- b. All judges must be POSITIVE and RESPECTFUL of the competitor at all times.
- c. Judges must listen and focus only on the competitor and coffee they are evaluating during the Service.
- d. Judges must be prepared for and actively respond to any reasonable questions from the competitor.
- e. Judges should refrain from talking with one another during the evaluation process.

13.8 GUIDELINES FOR JUDGES

- a. Smile and welcome the competitor when introduced
- b. Answer direct questions from the competitor.
- c. Smile and make eye contact with the competitor when they are serving the drinks.
- d. Take care to protect your palate by preventing burns from hot coffee.
- e. Always remember the psychological power and the impact a judge has on the competitor.
- f. Never share an evaluation with another sensory judge on stage.
- g. Never do anything that can be interpreted negatively by the competitor or audience.
- h. Judges MUST score in pencil.

13.9 JUDGES' MORNING CALIBRATION

- a. Each competition day, before the competition, the judges pool should engage in coffee calibration.
- b. Judges shall acquire three different brewed coffee beverages of at least 150 mL each.
- c. The beverages should be prepared from the provided Service coffees, but with varied brew characteristics.
- d. Each beverage should be divided into three portions, one for each judge, and labeled properly. d. Judges will taste each beverage a minimum of three times:
 - i. When the coffee beverage is served and has cooled to approximately 70°C ("hot").
 - ii. When the coffee beverage has cooled to approximately 40°C ("warm")
 - iii. When the coffee beverage has cooled to between room temperature and approximately 25°C ("cold").
- e. Judges will evaluate the beverages and record scores on a calibration scoresheet.
- f. The calibration exercise is for "priming the palate" and practicing using the scoresheets. Judges may confer during this period and ask questions at this time.

14.0 SERVICE EVALUATION AND PROCEDURE

14.1 JUDGING PREPARATION AND PROTOCOL

14.1.1 Judges Table Supply List

- Pencils
- Clipboard (one per judge)
- Cupping spoons
- Spittoons/cups (optional)

14.1.2 Cupping Spoons and Spittoons

- a. Judges have the option to use cupping spoons to slurp or sip the coffee from, or to slurp or sip directly from the cup the beverage is finally served in.
- b. Similarly, judges have the option to spit the coffees from their mouths, or to consume them.
- c. It is recommended (but not required) that judges try to be consistent with their spoon, slurping, sipping, spitting, or swallowing through the entire competition unless competitors give specific instructions on how to drink.
- d. Competitors may override the evaluation protocol by giving the judges specific alternative instructions on how they want the beverage to be consumed. As long as the instructions are reasonable and given before the beverage is served, the judges should follow the instructions.
- e. If there are specific instructions for evaluation, these need to be provided before the beverage is served. If not provided, judges will follow the standard evaluation procedure.
- f. Once the judges start to evaluate the beverage from the cup which the beverage is finally served in, competitors may not override the evaluation protocol. Judges will not follow any instruction to evaluate the beverage at any other temperature than the three temperatures stated in the protocol.

15.0 EVALUATION SCALE & SCORING

15.1 TYPES OF SCORING

There are 4 types of scoring :

1. Numeric Score (Coffee Evaluation): 0-9
2. Numeric Score (Accuracy): 0-3
3. Numeric Score (Impression): 0-3
4. Numeric Score (Experience) 0-6

15.2 EVALUATION SCALE

15.2.1 Numeric Score (Coffee Evaluation)

The words in parentheses are meant to draw parallel to the 9-point hedonic scale used to evaluate an assessor's perception of quality. Although the scoring range is a full 0-9, we do not anticipate the use of scores 1-3 in the context of the competition.

0 - none to evaluate

1 - extremely low

- 2 - Very low
- 3 - Moderately Low
- 4- Acceptable (slightly low)
- 5 - Average (neither high nor low)
- 6 - Good (slightly high)
- 7 - Very Good (Moderately high)
- 8 - Excellent (very high)
- 9 - Extraordinary (Extremely high)

Available scores range from 0 to 9. Half points are not permissible. A score of 0 indicates that nothing was available to score in this category (e.g. no coffee was served to the judge to evaluate.) Scores 0-3 require the approval of the Head Judge. These scores and terms are reflective of the affective assessment completed under the SCA's Coffee Value Assessment System (<https://sca.coffee/value-assessment>)

15.2.2 Numeric Score (Accuracy)

This score is relative to the accuracy of descriptors named for the Cup Score components. The words in parentheses are meant to draw parallels to the descriptive words used in the traditional 6-point scale used to evaluate experience common across all competitions.

- 0 - none to evaluate
- 1 - Not very accurate (acceptable/average)
- 2 - Somewhat accurate (good/very good)
- 3 - Very accurate (excellent/extraordinary)

Available scores range from 0 to 3. Half points are not permissible. Judges should score as follows: A score of 0 indicates that nothing was available to score in this category (e.g. no descriptors were named.) A score of 1 indicates that the elements in this category were incorrect or not very accurate (acceptable/average.) A score of 2 indicates that elements in this category were somewhat accurate (good/very good). A score of 3 indicates that elements in this category were mostly all accurate (excellent/extraordinary). Certain scores are weighted and multiplied by 2 or 4. Scores of 0 require the approval of the head judge.

This type of score is found in Open Service in the Competitor Evaluation section and is relative to the accuracy of the descriptors named for Cup Score components.

15 2.3 Numeric Score (Impression)

This score is found in the Barista Evaluation section and is relative to the impression of Attention to Details.

- 0 - Unacceptable
- 1 - Not very (acceptable/average)
- 2 - Somewhat (good/very good)
- 3 - Very accurate (excellent/extraordinary)

Available scores range from 0 to 3. Half points are not permissible. A score of Unacceptable (0) is reserved for situations of clear and egregious violations of the Rules, or minimum standards of customer service and hygiene.

Scores of 0 require approval of the Head Judge. A score of 1 indicates that elements in this category made a low or average impression (acceptable/average.) A score of 2 indicates that elements in this category made a good or mixed impression (good/very good). A score of 3 indicates elements in this category made a high impression (excellent/extraordinary). Certain scores are weighted by 2.

15.2.4 Numeric Score (Experience)

This score is found in the Barista Evaluation section and is relative to the Coffee Knowledge and Presentation scores.

0 - Unacceptable

1 - Acceptable

2 - Average

3 - Good

4 - Very Good

5 - Excellent

6 - Extraordinary

Available scores range from 0 to 6. Half points are permissible in the range of 1 to 6. Judges are encouraged to use the full range of scores. Low numbers indicate a poorer experience and higher indicates a better experience. Certain scores are weighted and multiplied by 2 or 4.

A score of Unacceptable (0) is reserved for situations of clear and egregious violations of the Rules, or minimum standards of professionalism or service. Scores of 0 require approval of the Head Judge. This type of score is found in Open Service in the Barista Evaluation and is relative to the Well Explained/Prepared and Presentation scores. It is also found in the Head Judge Open Service scoresheet for Overall Workflow and Technical Uniformity.

16.0 COFFEE EVALUATION

- a. Judges will rate their impression of the quality of each component on the scoresheet, based on their perception of the component and their understanding of how that component will be valued in the marketplace from a quality perspective. The Overall section takes into consideration the combination of the components.

16.1 CUP SCORE COMPONENTS

16.1.1 Aroma

“Aroma” is defined as the smell of the coffee brew. Judges will first evaluate the intensity of the aroma, marking their perception of the sample’s intensity using the scale on the scoresheet, before evaluating and noting their perception of the aroma’s complexity and clarity. Finally, judges will note any descriptors that are especially associated with the aroma of the brewed coffee (e.g., “fruity,” “sweet,” “chocolate.”).

16.1.2 Flavor

“Flavor” is defined as the combined perception of basic tastes (including sweet, sour, salty, bitter, and umami) and aromatic qualities, most perceived retro-nasally. It represents the coffee’s principal character, the “mid-range” notes, in between the first impression given by the coffee’s first aroma and acidity to its final aftertaste. It is a combined impression of all the gustatory (taste bud) sensations and retro-nasal aromas that go from the mouth to nose. The score given for Flavor should account for the intensity, quality, and complexity of taste and aroma, experienced when the coffee is sipped into the mouth involving as much of the palate as possible during evaluation.

16.1.3 **Aftertaste**

Closely related to “Flavor,” “Aftertaste” is defined in coffee cupping as the combined sensation of basic tastes and aromatic qualities that remain after coffee has left the mouth, either via swallowing or spitting. Judges will evaluate Aftertaste based on the length of positive flavor (taste and aroma) qualities emanating from the back of the palate and remaining after the coffee is expectorated or swallowed. If the Aftertaste detracts from the experience of the cup (e.g. astringency or bitterness), lower marks should be given; whereas if the aftertaste contributes positively to the experience of the cup, higher marks should be given.

16.1.4 **Acidity**

“Acidity” is defined as the perception of acid in coffee, often described as “brightness” when favorable or “sour” when unfavorable. At its best, acidity contributes to a coffee’s liveliness, sweetness, and fresh fruit character and is almost immediately experienced and evaluated when the coffee is first slurped into the mouth. Acidity that is overly intense or dominating may be unpleasant, however, and excessive acidity may not be appropriate to the flavor profile of the brewed coffee. Judges will first evaluate the intensity of acidity in the brewed coffee, from low to high, recording it in the corresponding scale, before noting any descriptors that are especially associated with the acidity of a coffee. Broadly understandable descriptors are most valuable.

16.1.5 **Sweetness**

“Sweetness” is defined as the impression of a sweet taste or scent in brewed coffee. If a judge perceives a sample as “sweet,” they will evaluate the intensity of perceived sweetness in the brewed coffee, from low to high, before noting any descriptors that are especially associated with the perceived sweetness of the sample (e.g., “brown sugar,” “pleasant,” and “overpowering”).

16.1.6 **Mouthfeel**

“Mouthfeel” is defined as the tactile sensation of coffee in the mouth, based solely on a coffee brew’s thickness and texture (not flavor). “Thickness” refers to the perceived weight or viscosity of the brew (e.g., “thin” or “light,” “thick” or “heavy”), while “texture” refers to the perceived sensation of grittiness or smoothness (“rough,” “creamy,” “smooth,” “mouth-drying”). Judges will first evaluate the “thickness” (“weight” or “viscosity”) of the brewed coffee and mark this as “intensity” using the scale on the scoresheet, before noting any descriptors that are especially associated with the thickness or texture of the coffee. Brews with light or heavy mouthfeel may receive high scores relative to the quality of the tactile feeling in the mouth. However, coffees expected to be high in body can receive equally high preference scores although their intensity rankings will be quite different.

16.1.7 **Overall**

The “Overall” scoring aspect is meant to reflect the holistically integrated rating of the sample as perceived by the individual judge. The perception of “balance” or how the various aspects of Flavor, Aftertaste, Acidity, Mouthfeel, and Sweetness of the sample work together and complement or contrast to each other may factor into this score. A judge’s perception of the stability of the sample or how well it “holds” its character over time as it cools may also factor into this score. A sample with many highly pleasant aspects, but not quite “measuring up” would receive a lower rating. An exemplary example of preferred characteristics not fully reflected in the individual attributes might receive an even higher score. This is the step where the judges make their personal appraisal.

17.0 **COFFEE EVALUATION PROCEDURE**

- a. As soon as coffee is served in the service vessel (or final cup), the judges will evaluate the coffee’s Aroma. A head judge will remove a sample to evaluate for sensory uniformity before the sensory judges may evaluate aroma. This is not scored and only for competitor reference and judges calibration. It is important to evaluate this as quickly as possible because the intensity of the aroma will decline as the beverage temperature declines.

- b. The coffee beverage may, at this time, be decanted into the final cup if necessary.
- c. When the sample has cooled to approximately 70°C, evaluation should begin.
- d. Judges will continue to evaluate the brewed coffee across Flavor, Aftertaste, Acidity, Sweetness, and Mouthfeel, at 3 different temperatures as the coffee cools. During evaluation judges should clearly indicate a reference for intensities and descriptors that were more apparent at the different evaluation temperatures for “Hot” which is defined as approximately 70°C, and may be indicated by the letter H.
- e. “Warm,” which is defined as approximately 40°C, and may be indicated by the letter “W.”
- f. “Cold,” which is defined as between 25°C and 30°C, and may be indicated using the letter C.
- g. Judges will stop their evaluation once the coffee has cooled to approximately 30°C and once they have determined their Overall score based on the coffee’s combined attributes over time.
- h. Judges will record details on their sensory evaluation in the notes area provided. This is for reference and for the competitor’s benefit. The descriptive, note-taking process is value-neutral and meant only to describe the judge’s perception of the coffee’s sensorial qualities. Judges should avoid commentary on the brew method, technique, or device (e.g., “sharply acidic” or “bitter” is a valid note. “Brew time too long” or “under-extracted is NOT a valid note).

18.0 OPEN SERVICE EVALUATION PROCEDURE

18.1 COFFEE EVALUATION

- a. Coffee evaluation scoring components and evaluation protocol will be the same as above. Competitors may override the evaluation protocol by giving the judges specific alternative instructions on how they want the beverage consumed. As long as the instructions are reasonable and given before the beverage is served, judges should follow the instructions.
- b. Once the judges start to evaluate the beverage from the cup which the beverage is finally served in, competitors may not override the evaluation protocol. Judges will not follow any instruction to evaluate the beverage at any other temperature than the 3 temperatures stated in the protocol.

18.2 BREWER EVALUATION

18.2.1 Accuracy of Coffee Descriptors (Aroma, Flavor, Aftertaste, Acidity, Sweetness, and Mouthfeel)

Judges will score this category according to the Numeric (Accuracy) description. Scores of 0 to 3 will be utilized. 0 is only utilized if no descriptors are given at all for that category.

18.2.2 Attention to Details

Judges will score this category according to the Numeric (Impression) description. Scores of 0 to 3 will be utilized. Scores of 0 should not be utilized here. All accessories should be readily available, clean, and unbroken, and the working area should be well and purposefully organized. Judges will consider hygiene (e.g., how the competitor cleans spills, handles equipment, and serves beverages, as well as functional, clean, and unbroken cups.)

18.2.3 Coffee Knowledge and Proper Use of Equipment

Judges will score this category according to the Numeric (Experience) description. Scores of 0 to 6 will be utilized. This category evaluates the observed qualities relevant to the barista profession, like technique, preparation and demonstrating a wider understanding of coffee and coffee brewing. To achieve a high score, the explanation should include factual points and the resulting sensory experience. Judges will look for a strong correlation between what is explained and what is delivered.

18.2.4 Presentation

Judges will score this category according to the Numeric (Experience) description. Scores of 0 to 6 will be utilized. Presentation is evaluated by the observed qualities of the barista and the story/journey that they bring to the stage during their performance. Competitors will not be expected to craft complex or fine-dining experiences, and the presentation should relate to a real-world coffee service experience. Judges will consider (allowing for personality and culture differences) the skills such as natural, clear, and concise communication, as well as the ability to manage workflow and timing. The competitor should demonstrate being an ambassador of coffee. Presentations that positively and creatively enhance the coffee experience beyond the cup will score high. Strong customer service skills (e.g., politeness, accuracy, attentiveness, eye contact, etc.) will be taken into consideration.

19.0 COMPULSORY SERVICE EVALUATION PROCEDURE

19.1 COFFEE EVALUATION

- a. Coffee evaluation scoring components and evaluation protocol will be the same as above. When served, the judge should move each cup to the evaluation placement and mark each placemat with an alphanumeric code. This code will be recorded in the box marked "Cup #."
- b. After evaluation, the numeric score should be notated in each box marked Total. Scorekeepers will calculate the sum of the component scores to determine the Total Score.

20.0 HEAD JUDGE EVALUATION

20.1 OPEN SERVICE SCORESHEET COMPONENTS

20.1.1 Overall Workflow

- a. Head judge will evaluate the competitor's overall workflow and use of tools, equipment, and accessories throughout the station. The head judge will evaluate the competitor's workflow throughout the presentation, including: the organization and placement of tools and accessories; the competitor's movement and flow in and around the workstation; the cleanliness and maintenance of the station (equipment, counters, brewers, service vessels, towels); the management and consistency of the brewing process.

20.1.2 Technical Uniformity

- b. Head judge will evaluate the technical uniformity of 3 cups brewed for each judge. The head judge will evaluate the consistency of the brewing process including coffee to water ratio, grind size, operation of the brewing device and kettles, filtration material, time, temperature, and turbulence.

21. DISQUALIFICATION

- a. If a competitor violates 1 or more of the Rules & Regulations outlined in this document, they may be automatically disqualified from the competition, except when the Rules designate a specific enforcement or consequence.
- b. All Competitors are required to attend 1 Online Learning Session in order to participate at the USCC. If a competitor does not attend the orientation meeting and has not made advance plans with the USCC organizer to address their absence, they are subject to disqualification by the presiding head judges.
- c. Failure to declare a potential conflict in advance of the competition could result in disqualification. Questions regarding conflicts of interest or clarification of the above policy should be directed to uscompetitions@sca.coffee
- d. Competitors may not change, adjust or replace any element, setting, or component of the sponsored equipment. Any changes or adjustments made may be grounds for disqualification (e.g. grinder parts,

temperature, etc.). Any damage to the competition equipment due to misuse or abuse is grounds for disqualification at the discretion of the presiding head judge.

- e. Be on time. Any competitor who is not onsite at the start of their 5 minutes of preparation time may be disqualified. If the schedule is delayed, the competitor should still be prepared at their scheduled time.
- f. Competitors may only utilize the work area provided by the USBrC: the equipment table, and presentation 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.
- g. As discussed in the “Forgotten Accessories” section above, no persons other than the competitor may retrieve forgotten accessories or equipment for the competitor. Delivery/retrieval of forgotten items by any person other than the competitor will result in disqualification.
- h. Any competitor whose Open Service performance period exceeds 11 minutes will be disqualified.
- i. Instructions or ‘coaching’ may not be provided to a competitor during their competition time under penalty of disqualification. USCC encourages audience participation and enthusiastic fan support that does not interfere with the competition. Coaches, supporters, friends, or family members are not allowed on stage or to interfere with the competition while it is in progress, otherwise the competitor is subject to disqualification by the stage manager or presiding head judge.

22.0 COMPETITOR PROTEST AND APPEALS

22.1 PROTEST

- a. If a competitor wishes to appeal a scoring decision or protest any other matter that arises during the competition which affects such competitor, the competitor shall address it to the Presiding Head Judge. The Presiding Head Judge will then determine whether the issue can be resolved onsite at the competition, or whether the issue will require a written appeal following the competition.
- b. If the Presiding Head Judge decides that the issue can be resolved onsite at the competition, the Presiding Head Judge will discuss it with applicable judges or any other parties involved to enable a fair presentation of the issue. A decision will be made onsite by the Presiding Head Judge who shall inform the competitor of the decision at that time.
- c. Possible resolutions to a competitor protest or appeal may include (but are not limited to):
 - i. Disqualification of another competitor
 - ii. An opportunity for 1 or more competitors to perform the relevant competition service to supersede the prior scores,
 - iii. Another solution, as determined by the National Competitions Manager
- d. The Presiding Head Judge and the National Competitions Coordinator shall operate under the purview of the Specialty Coffee Association management and Advisory Board.

21.2 APPEAL LETTER

- a. If any protest described above cannot be resolved onsite or the competitor wishes to appeal a decision made by the Presiding Head Judge onsite, the Presiding Head Judge will ask the competitor to submit their appeal in writing (which may be by email or hard copy) to the National Competitions Coordinator.
- b. The appeal letter must include the following:
 - i. competitor name
 - ii. date

- iii. a clear and concise statement of the complaint
 - iv. date and time references (if applicable)
 - v. competitor's comments and requested resolution
 - vi. party/parties involved
 - vii. competitor's contact information
- c. Any written appeals, which do not include this information, will not be considered. Competitors must submit their written appeal to the National Competition Manager within 24 hours after the subject incident.

21.3 APPEAL DECISION

- a. The National Competitions Coordinator will review written appeals within 30 days of receipt and contact the competitor in writing via email with the final decision.
- i. Disqualification of another competitor
 - ii. An opportunity for 1 or more competitors to perform the relevant competition service to supersede the prior scores,
 - iii. Another solution, as determined by the National Competitions Coordinator.
- b. The National Competitions Coordinator shall operate under the purview of the Specialty Coffee Association US Chapter.