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Vietnam National **BREWERS CUP**



RULES &

REGULATIONS

VIETNAM NATIONAL COFFEE CHAMPIONSHIP

2024

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Vietnam National Brewers Cup 2024 Rules & Regulations

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1. Conditions of Participation

1.1 Organization

The Vietnam National Brewers Cup (VNBrC) is a competition open to qualified Barista Vietnam organized by Exporum Vietnam Company Limited, sanctioned by World Coffee Events (WCE).

1.2 Rights

All property related to the Vietnam National Brewers Cup, including the contents of the Official Rules and Regulations and the competition's format, are the property of Exporum Vietnam Co., Ltd. This document may not be used or modified without prior approval from Exporum Vietnam Co., Ltd.

1.3 Conditions of Participation

1.3.1 Competition Body Qualifications

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

1.3.2 Nationality

Competitors must hold a valid passport from the country he or she represents or documentation substantiating 24 months of residency, employment or scholastic enrolment, some portion of which must have been within 12 months preceding the qualifying national competition. A VNBrC Competition Year is defined as the time period between the completion of one year's VNBrC Event and the completion of the next year's VNBrC Event.

1.3.3 Multiple Passport

In case of multiple passports, the contestant must choose one country and qualify through this respective sanctioned national championship.

1.3.4 Judge and Conflict

Baristas who participate in judge calibrations as a calibration barista may not compete in that year's VNBrC competition. VNBrC encourages any potential conflicts of interest to be declared at the soonest opportunity, certainly prior to the commencement of any competition by competitor, judge and/ or event organizer. This applies to both VNBrC as well as the National Competition. Questions regarding conflicts of interest, or clarification of the above policy should be directed to competition@cafeshow.com.vn.

Competitor may not select or endorse judges within their National Competition. In any given year, coordinators or individuals who are involved in the management of their National Competition should not compete. A year is considered to begin from the time the National Competition starts planning their event. If an individual would like to submit an exception to this rule, they must declare their position via email to VNBrC outlining their areas of involvement.

1.3.5 Expenses



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

1.4 Enforcement of rules and decisions

VNBrC will use these Rules & Regulations throughout the competition. If a competitor violates one or more of these rules, they may be automatically disqualified from the competition, unless the Regulations specifically provide for enforcement or consequences. If a Judge or contest organizer violates one or more of these Rules, the Competitor may file a complaint, following the process detailed in the section "Competitors' objections and complaints."

1.4.1. COVID-19 Addendums

All rules and regulations are subject to change based on the specific circumstances of the competition region.

1.5 Application

Competitors must complete the VNBrC Competitor Registration Form online at www.cafeshow.com.vn. This form includes a space to upload a scanned copy of the required valid passport or other accepted credentials (as described in Section 1.1.3 "Nationality"). Approved National competitors will receive confirmation by email after the application deadline.

1.5.1. Competitor questions

All competitors are personally responsible for reading and understanding current VNBrC Rules & Regulations and scoresheets, without exception. All VNBrC documents are available at www.cafeshow.com.vn. Competitors are encouraged to ask questions prior to arriving at the VNBrC. If any competitor is unclear as to the intent of any of the rules and regulations it is their responsibility to clarify that position with the Rules and Regulations Committee prior to the VNBrC by contacting competition@cafeshow.com.vn. Competitors will also have the opportunity to ask questions during the official Competitors Meeting held prior to the start of the competition.

1.5.2. Terms & Conditions

Competitors and the Vietnam National Brewers Cup are visible spokespeople of the Vietnam National Brewers Cup event and role models of the specialty coffee industry, and as such must: Permit Exporum Vietnam Co., Ltd, its stakeholders, agents, and representatives to use the competitor's name, image or likeness in any format without charge for any business purpose, including but not limited to marketing promotion.

2. Competition Summary

The competition is divided into 2 rounds: Pre-Round and Finals Round.



- A. Pre-Round consists of 1 component called “Open Service.” The Semi-Final Round consists of 1 component called The Finals Round consists of 2 components called “Compulsory Service.” And “Open Service.”.
- B. During each competition Service, competitors will be evaluated by 3 sensory judges. Additionally, a head judge will be present. During the Compulsory Round, the head judge will taste from the cups served, or will take a sample from the cups, pending local health and safety restrictions. Additionally, the head judge will evaluate sensory uniformity of cups served during Compulsory Service. During the Open Service round the head judge will not taste the cups served. The head judge will evaluate overall workflow and technical uniformity in Open Service. These items will count towards the final score.
- C. During each Service, competitors will prepare and serve 3 individual and separate beverages, one for each sensory judge.
- D. Competitors may utilize any set of brewing devices of their choosing, so long as they qualify according to the definitions in these Rules (see relevant section below).
- E. For Compulsory Service, competitors will have 8 minutes of Setup Time to set up the competition area in preparation for and prior to the Service. For Open Service, competitors will have 5 minutes of Setup Time.
- F. During 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.
- G. 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.
- H. All 3 beverages within each competition service must be prepared using the same whole bean coffee.
- I. Competitors may produce as many beverages as they like during their competition time. Only the beverages served to the judges will be evaluated.
- J. Competitors may be scheduled to present their Compulsory Service and Open Service with only a short amount of time in between to prepare and reset their wares for the following service, so competitors should be aware of their scheduled times and work quickly.

3. Standards & Definitions

3.1. Compulsory Service

- A. The Compulsory Service is 1 of the 2 types of coffee service in the VNBrC 2024 Final 2024 Vietnam National Brewers Cup Rules and Regulations – Version April 12, 2024



Round.

- B. Competitors will be given 8 minutes of Setup Time and 7 minutes of Competition Time to prepare and serve 3 cups of coffee, each brewed individually, to 3 judges.
- C. Competitors in the Compulsory Service will all use the same whole-bean coffee, the same grinder and water, and the same standardized service vessels as provided by the Brewers Cup competition. One 350g bag of the whole-bean coffee will be provided right before official practice time.
- D. As instructed by the stage manager competitors will prepare and serve their coffees when their competition time begins. Once their competition time finishes, competitors will pour approximately 100ml of water out of the kettle that was used to prepare the coffees into the cup provided by the organizer. Competitors will wait to clean their station (including brewers and kettles) until the head judge tastes both the coffee and the water.
- E. The beverages will be evaluated by sensory evaluation only and in accordance with the Vietnam National Brewers Cup judging protocols (see relevant section below).
- F. In the Compulsory Service, accompanying information (visual, verbal, sensory, etc.) will not be evaluated and should not be presented. The VNBrC Organizer requires contestants to dress politely and neatly to beautify the image of the contestant in particular as well as the contest in general.

3.2. Open Service

- A. The Open Service the type of coffee service in the VNBrC 2024 Pre-Round & Final Round
- 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.
- C. Competitors will utilize their own whole-bean coffee and serve beverages to the judges with an accompanying presentation that enhances the coffee experience.
- D. The competitors will be evaluated by sensory and presentation evaluation in accordance with the Vietnam National Brewers Cup judging protocols (see relevant section below).

3.3. 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 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.

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- C. Competitors are recommended to supply a minimum of 2.0 kg of the same whole-bean coffee to practice serve at the Vietnam National Brewers Cup.
- D. The provided Compulsory Service coffee will be a medium to medium-light roasted fully washed specialty-grade coffee (Agtron 60 to 80 Ground on 'gourmet scale'), roasted without major roasting defects, such as being baked or burnt. If more than one individual roast-batch is provided, the batches will either be labeled uniquely, or the batches will be completely blended. All the provided coffee will be identical and individually packed and sealed.
- E. The Compulsory Service coffee information will not be revealed until the Final Round start. The coffee sponsor(s) of the Compulsory Service will confirm the confidentiality responsibility with VNBrC.

3.4. The Beverage

- A. The beverage must be an extraction from particles of whole bean coffee, using hot 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 may 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 hot coffee beverages, 1 to each of the 3 sensory judges.
- D. For Open Service, each of the 3 beverages should be a minimum of 120 ml. If a beverage served is found to be less than 120 ml, it will be deemed "not served" and will not be scored, but the competitor's presentation will still be scored. For Compulsory Service, each of the 3 beverages should be a minimum of 180 ml. If a beverage served is found to be less than 180 ml, it will be deemed "not served" and will not be scored.
- 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 for Open Service and 180 ml for Compulsory Service of the beverage in the final service vessel to evaluate.

3.5. 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 section “Water” below.
- C. Provided water will be available both at room temperature and heated to between 96.0 and 98.5°C.
- D. If a competitor chooses to use their own water for Open Service, 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 (see section “Additional Electrical Equipment”).

3.6. 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. Within the competition area and during competitors’ competition time, competitors must not use any grinder other than the provided sponsored grinder.

3.7. 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 (e.g., electricity) other than those exceptions below:
 - i. Mechanical action powered by the competitor’s manual action (e.g., hand and/or arm action), by gravity, or created by the act of coffee brewing itself (e.g., 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 (e.g., 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 on 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 Vietnam National Brewers Cup 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 3 preparations within the allotted time.
- E. Brewing devices must not add any additive substances to the beverage whatsoever.

3.8. 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 one distinct quantity of coffee and one distinct quantity of water. Competitors may therefore not serve more than one 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 or preparing one French press 3 separate times).
- 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 used to pre-wet or rinse filters is not considered “brew water” in the context of “extraction time.”
- D. In both competition rounds, beverages will be disqualified if the extraction time begins before the competition time begins.

3.9. Service Vessel

- A. A service vessel is a cup, server, or other vessel that contains brewed coffee.
- B. There is no restriction on the material, shape, or size of the service vessels, though judges should be able to pick up at least one of the service vessels and sip from it directly.
- C. Service vessels should not impart any flavor or odors.
- D. The competition will supply a Standardized Service Vessel with a volume between 200 and 300 ml.
- E. During the Compulsory Service, all competitors must serve their coffee in the Standardized

Service Vessel in order to be evaluated and deemed "served."

- F. During the Open Service, competitors have the option to use the Standardized Service Vessels or service vessels of their own provision (either a cup, or in a separate vessel alongside a cup).
- G. In Open Service, judges will evaluate aroma in whichever vessel the coffee is initially served. If the coffee is not initially served in a vessel suitable for drinking, the judge will then pour the coffee into the second vessel (cup) before evaluating all other coffee components.
- H. Each judge must be served separately, and with their own service vessel(s).
- I. Coffee beverages must be served in one complete portion of minimum 120 ml for each judge (e.g., they may not be served in 2 or more distinct portions of beverage as a "split beverage").
- J. To accelerate cooling after evaluating Aroma, judges may deem it necessary to decant the coffee into the Standardized Service Vessel. If the beverage is decanted in this manner, there will be no impact on the evaluation.

4. Competition Area

The entire competition area included:

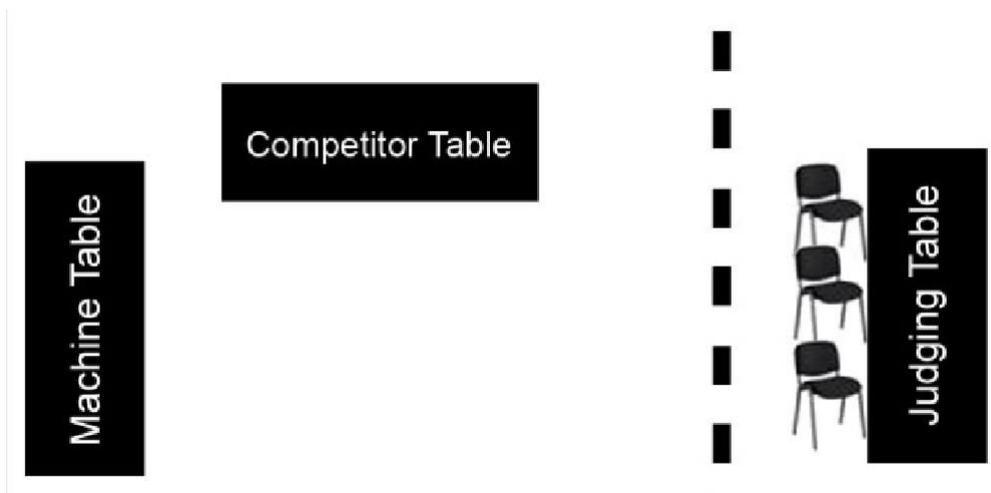
- 1 Compulsory Service Station
- 2 Open Service Station

4.1. Compulsory Service Station

The Compulsory Service Station consists of:

- A. Machine Table: A table will support the hot water machine, sponsored coffee grinder, cleaning accessories, and other tools and accessories. The hot water machine and grinder may not be moved by the competitors.
- B. Worktable: A separate surface will be designated as competitor preparation table. Competitors will use their assigned table to set up their equipment and prepare their coffees.
- C. Judges table: The judges will be seated at a table, situated in such a way that obscures the judges' view of the competitors.

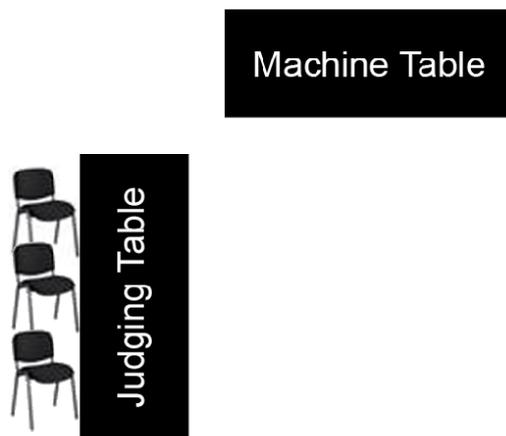




4.2. Open Service Station

The Open Service Station consists of:

- A. Judging Table: The judges will be seated facing the competitor and prepared to evaluate the coffees served and competitor presentations.
- B. Machine Table: A table will support the hot water machine, the sponsored coffee grinder, cleaning accessories and other tools and accessories. The hot water machine and grinder may not be moved by the competitors.



5. Machinery, Accessories, And Raw Materials

5.1. Hot Water

Competitors have the option to use the sponsored water or to supply their own brewing water at Open service. The competition will provide either a hot water machine or kettles for the competition. A hot water machine will be set to dispense water between 96.0°C and 98.5°C, measured at the point of use (nozzle or spigot).

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 decided upon by the stage manager and/or head judge. Any damage to the competition equipment due to misuse or abuse

is grounds for disqualification.

5.2. Water

Competitors have the option to use the sponsored water or to supply their own brewing water for Open Service.

The official water heating device(s) will contain sponsored water only. Competitors do not have the option of using their own water with the sponsored water heating device(s).

The sponsored water will be calibrated with the following standard as the target:

- Odor: Clean/fresh, odor free
- Color: Clear color
- Total Chlorine/Chloramine: 0 (zero) mg/L
- TDS: 85 mg/L (acceptable range 50-125 mg/L)
- Calcium Hardness: 3 grains or 51 mg/L (acceptable range 1-5 grains or 17-85 mg/L)
- Total Alkalinity: 40 mg/L (acceptable range at or near 40 mg/L)
- pH: 7.0 (acceptable range 6.5 to 7.5)
- Sodium: 10 mg/L (acceptable range at or near 10 mg/L)

5.3. Grinder

- A. A sponsored coffee grinder will be located on the equipment table for competitor use.
- B. Coffee ground before the setup or competition time will be allowed only at the Open Service. Coffee must be ground using the sponsored grinder during either the setup or competition time at the Compulsory Service.
- C. The sponsored grinder will be announced on the competition website before the event.

5.4. 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 VNBrC event manager prior to arriving at the event of any additional electrical equipment they are bringing (e.g., hot plate, water kettle, etc.). Total power requirements for the additional electrical equipment must be accommodated by a single-phase circuit which will be shared with the grinder(s).
- B. It is the competitors' 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. There is no restriction on additional equipment that does not require use of the provided grounded electrical service, provided such equipment is otherwise permitted by these Rules.

5.5. Provided Facilities and Equipment

The competition area will be equipped with the following:

- Equipment Table (For the provided water heating device(s) and grinder, and additional equipment)
- Service Table (Judging table)
- Official Sponsor water heating device(s)
- Official Sponsor coffee grinder
- Standardized service vessels
- Cleaning brushes (for grinder and counter)
- Trash can and/or compost bin
- Bucket for discarded liquid

5.6. Competitor Equipment and Supplies

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

Competitors are highly encouraged to minimize the equipment they use for the performance and bring functional items only (e.g., brewing devices, information of coffee or brewing etc.). No cupping spoon, or napkin is required for the judges' table. Providing non-required items may cause competitors to lose points in the "overall workflow" section of the scoresheet. If competitors provide the items not allowed in the rules below during their Open Service, they will receive a score of 0 for "customer service" section of the scoresheet.

Competitors must bring the following:

- Brewing devices
- Coffee filtration media
- Open service coffee (for practice and competition)
- Open Service Coffee (Recommend additional 2kg minimum for service to judges)

- Spare brewing devices
 - Additional electrical equipment (maximum two items)
 - Brewing device stands
 - Brewing device accessories
 - Scales (for mass measurement)
 - Thermometers (for temperature measurement)
 - Timers (for time measurement)
 - Cupping spoons
 - Additional coffee filtration medium
 - Service vessels for open service (at least 3 plus spares)
 - Cleaning cloths/rags
 - Visualized items such as printed items
- The following are not allowed:
- Judging table decoration items which have no function for the coffee service.
 - Any sensory/food items, including water and ground coffee, for judges to consume except for coffee.

If any items from the “not allowed” list are used during a competitor’s presentation, the competitor will

receive a 0 in Attention to Details.

6. Competitor Instructions Prior to Preparation Time

6.1. Competitor Orientation Meeting

Prior to the start of the Vietnam National Brewers Cup, a Competitor Orientation Meeting will take place, either online or in person. This meeting is mandatory for all competitors. During this meeting the stage manager will make announcements, explain the competition flow, cover the competition schedule, and share images of the stage and backstage areas. This will be an opportunity for competitors to ask questions and/or voice concerns to the stage manager and/or presiding head judge. If a competitor has not made advance plans with the VNBrC event organizer and does not attend the orientation meeting, they are subject to disqualification by the presiding head judges. If the competitor does not have a plan to notify the VNBrC organizer and does not participate in the Competitor Orientation Meeting, the judge may disqualify the competitor from the competition.

6.2. Preparation Practice Room

Practice room will be reserved for the competitors, coaches (1 per competitor), volunteers and VNBrC Organizers. VNBrC judges, press/media, competitor’s family members and supporters may not be

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present in this area without consent from the event organizer. Competitors will be able to store their equipment, accessories, ingredients, etc. in this room at their own risk. This room will also include a dishwashing station for competitors to use to wash glass and brewing devices. Competitors are responsible for cleaning their own dishes and glassware and keeping track of these items. Runners and event staff are not responsible for breakage or loss of dishes or competitor items.

6.3. Interpreters

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.

Competitors can present in English or Vietnamese. In case of presentation in Vietnamese, competitors must prepare their own interpreter. If presenting in Vietnamese, competitors must send the interpreter's information to the VNBrC Organizer via email competition@cafeshow.com.vn so that the VNBrC Organizer can prepare badges for the interpreter.

6.4. Compulsory Service Coffee and Practice Time

6.4.1. Provided Compulsory Service Coffee

Right before each competitor's official practice time starts, each competitor will receive a 350g bag of the Compulsory Service coffee for practice and competition time. See "Standards and Definitions" for more about the provided coffee.

6.4.2. Practice Time

Competitors will be able to practice brewing with the provided coffee and their own coffee during their scheduled competition day. The VNBrC event manager will provide details of the Practice Time during the Competitors' Orientation Meeting.

6.4.3. Be on Time

Each competitor should be at the competition at least 30 minutes prior to their scheduled preparation time. Any competitor who is not onsite at the start of their competition time will be disqualified.

6.4.4. Station Maintenance

Competitors will be responsible for keeping the preparation area clean and ready for the next competitor. Competitors should clean and organize the station at the end of their competition time.

7. Pre-Round

7.1. Summary

- A. Competitors will be assigned a scheduled Setup Time and Competition Time. 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

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begin their setup at the scheduled time.

- B. The competition format of the VNBrC Pre-Round is Open Service.

8. Final Round Competition

8.1. Summary

- A. Competitors will be assigned a scheduled Setup Time and Competition Time. 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.
- B. The competition format of the VNBrC Final Round is Compulsory Service & Open Service.

9. Compulsory Service

9.1. Practice/Setup Time

Practice/setup time for the Compulsory Service will be scheduled as follow:

- A. Competitors will have 8 minutes of practice/setup time. At the end of the 8 minutes, the timekeeper will start the competition time. There will not be a break in between practice and competition time. Competitors should be prepared to immediately start their competition time at the end of practice time. Competitors are not allowed to have assistance from coaches, helpers, or any other individuals during Compulsory Service practice time.

The scheduled option for Compulsory Service will be communicated to competitors prior to the competition.

9.2. Begin Competition Time

The beginning of Competition Time for the Compulsory Service will be scheduled as follow:

- A. After their 8 minutes practice time the competition time will begin. There will be no stop in timing between practice time and competition time.
- B. The competitor must begin their competition time before the brew water and coffee first come into contact or they will be disqualified (water used for the “pre-wetting” of filtration media and similarly “non-brew water” will not count toward this).

9.3. Competition Time

- A. The competitor has 7 minutes to prepare and serve their coffees to the judges.
- B. All competitors must 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. If the head judge determines that the competitor is endeavoring to influence or

“present” to the judges the competitor may be disqualified.

- D. Competitors will 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 must make the beverage by using the coffee and water provided on the competition stage counter during the competition time.
- F. Beverages must be prepared and served according to these Rules specifically the “Standards and Definitions” section.
- 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.

9.4. End Competition Time

- A. Competition time ends when the competitor serves the third and final beverage, or when their competition time has elapsed, whichever occurs first. A competitor does not need to announce or otherwise indicate the end of their competition 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.
- C. Once their competition time finishes, competitors will pour approximately 100ml of water out of the kettle used by competitor to prepare the coffees into the cup provided by the organizer.
- D. Competitors will wait to clean their station including brewers and kettles until the head judge tastes the coffees and water served. Once the competitor receives a signal from the stage manager, the competitor is to clean up and quickly prepare the station for the next competitor.

9.5. Time Penalties

- A. If the competitor has not finished their presentation during the allotted 7-minute period, they are allowed to proceed until the preparation or presentation 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).
- C. Any competitor whose preparation or performance period exceeds 8 minutes will be disqualified.

10. Open Service

9.1. Setup Time

- A. Competitors will be assigned a scheduled Setup Time for Open Service.
- B. Competitors will have 5 minutes to set up their station and prepare all relevant items for the Competition Time. Electrical equipment may be setup 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 on the Machine Table or Competitor Table 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.
- 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 Setup Time concludes, competitors who utilize their own water must provide two approximately 100ml samples of water: one at room temperature and the other heated. The two vessels will be provided by the event organizers. The samples will be poured from the kettle, container, or bottles that the competitor uses to prepare the coffee. Both samples will be evaluated by head judge to verify that the water does not contain any flavors or characteristics not typical of clean potable water.

9.2. Begin Competition Time

Competitors will be assigned a scheduled Open Service competition time. After their 5-minute Setup Time the competitor will start their competition time by announcing this to the stage manager or assigned volunteer. The competitor should verify that the head judge is prepared to start the timer.

9.3. 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 theirself.
 - 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 excellent 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 actively placing them on the
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judging table, in the service vessels, in front of each judge. All beverages will be evaluated, but beverages not actively placed in front of the judge are not deemed “served” and will not receive sensory scores.

9.4. End Competition Time

- A. Competition time ends either when the competition time has elapsed, or when the competitor raises their hand and announces “time,” whichever occurs first.
- B. A competitor whose beverages are not served within 11 minutes will be disqualified. However, judges may continue to evaluate and score the beverage for the 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 must return to the preparation area to clean up and prepare the station for the next competitor.

9.5. 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. After the 10 minutes has lapsed, 0.5 point shall be deducted for every 1 second over 10 minutes from the competitor’s total score up to a maximum penalty of 30 points (1 minute).
- C. Any competitor whose preparation or performance period exceeds 11 minutes will be disqualified.

9.6. 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 descriptors, as well as scores related to barista skills and presentation. See details on scoring, 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 other than the brewed coffee served. Any such service will not be evaluated by the judges and a 0 score will be given in the Presentation category of the score sheet. Competitors may not ask the judges to physically move from their judging positions.

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- D. Judges will perform Aroma evaluation according to the competitor's instructions (if given) or as outlined above. Once the beverage is actively placed in front of the judge ("served"), the competitor may no longer interact with the service vessels. If a competitor changes, modifies, affects, or otherwise interacts with the beverage once they have been served, the judges will evaluate the modified beverage as a new beverage, and any prior evaluation will be disregarded.

11. Technical Issues

- A. During the preparation and/or competition time, a competitor might raise their hand and declare a "technical time out" if they believe there is technical problem with any of the following VNBrC-provided equipment:
- i. The official water heating device(s)
 - ii. The provided official grinder
 - iii. For Open Service only: The audio-visual equipment (e.g., the competitor's microphone)
- B. Preparation or competition time will be paused by the stage manager (during preparation time) or by the head judge (during competition time). The official timekeeper will make note of time when "technical time out" is called. It is the competitor's responsibility to ensure the timekeeper is aware of the "technical time out" being called.
- C. If the 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.
- D. If the technical problem cannot be solved in a timely manner the 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 reallocated time.
- E. If a competitor must stop their competition time, the head judge and stage manager will reschedule the competitor to compete in full again at a later time.
- F. If it is determined that the technical issue is due to competitor error or the competitor's personal equipment, the head judge may determine that no additional time will be given to the competitor and the preparation or competition time will resume without time being credited.
- G. Unfamiliarity with equipment is not grounds for a technical timeout.

12. Forgotten Accessories



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.

- A. 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.
- B. 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.

13. Scorekeeping

13.1. Official Scorekeeping

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

13.2. Scoring

13.2.1. Scoresheet Breakdown

The VNBrC competitor scoresheets 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 multiplied by

2. It also includes the scores for Attention to Details, Coffee Knowledge and Proper Use of Equipment, and Presentation multiplied by 2.
- C. The Total Head Judge Score for Open Service is comprised of Overall Workflow and Technical Uniformity scores multiplied by 2.
- D. The Total Head Judge Score for Compulsory Service is the Sensory Uniformity score multiplied by 4.

13.2.2. 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 Final Open Service score is tabulated by adding the 3 Open Service Total Scores, 1 from each of the 3 sensory judges.
 - C. The Sensory Judges combined Open Service Score is then added to the Total Head Judge
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Score for Open Service. Any overtime penalties are subtracted to calculate the competitor's Open Service Final score.

D. The maximum possible Open Service Final Score is 411.

13.2.3. 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. The Compulsory Service score is added to the Total Head Judge Score for Compulsory Service. The maximum possible Compulsory Service Final Score is 213.

13.3. Pre-Round Score

Pre-Round Total Score. 6 competitors have the highest score will present at the Final Round.

13.4. Final Round Scoring

Competitors that successfully progress onto the Finals round will present 2 coffee services (Compulsory Service and Open Service). The competitor with the highest scores in both coffee services will be the winner.

13.5. Tie Scores

In Pre-Round: If there is a tie between two or more competitors that results in more than 12 competitors qualifying for the Pre-Round, the procedure to determine placement be the following:

- A. The competitor with the higher sum of "Competitor Evaluation" scores (accuracy of descriptors scores and the competitor presentation score) will be ranked higher.
- B. If there is still a tie, the competitor with the higher sum of "Brewed Coffee Evaluation" scores will be ranked higher.
- C. If there is still a tie the competitor with the higher sum of "Overall" in Coffee Evaluation scores will be ranked higher.

If the scores are still tied, the Final Round will progress with however many competitors qualify with the top twelve scores. In the Final Round: If there is a tie between two or more competitors, the procedure to determine final standings will be as follows:

- A. The Competitor with the higher sum of "Flavor" scores will be ranked higher.
- B. If there is still a tie, the competitor with the higher sum of "Aftertaste" scores will be ranked higher.
- C. If there a still a tie, the competitor with the higher sum of "Overall" scores will be

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ranked
higher.

- D. If the scores are still tied the Final Round will progress with however many competitors qualify with the top six scores.

In the Final Round: If there is a tie between two or more competitors, the procedure to determine final standings will be as follows:

- A. The competitor(s) with higher sum of Competitor Evaluation scores (without the Brewed Coffee Evaluation scores) from both Compulsory & Final Open Service will be ranked higher.
- B. If there is still a tie, the competitor with the higher sum of Brewed Coffee Evaluation scores will be ranked higher.
- C. If there is still a tie the competitor with the higher sum of “Accuracy” scores will be ranked higher.

14. Debriefing

Following the competition, competitors will have an opportunity to review their scoresheets with the judges online by the schedule announced by the event organizer. Competitors will not be allowed to keep their original scoresheets before the VNBrC event manager scans the copy of the scoresheets.

14.1. What the Judges are Looking for in a National Brewers Cup Champion?

The judges are looking for a VNBrC champion who:

- Prepares brewed coffee beverages of exemplary quality.
- Delivers outstanding customer service.
- Can articulate the taste experience offered by their brewed coffee beverages.
- Delivers an exceptional overall coffee service experience.

15. Evaluation Scale & Scoring

15.1. Type of Scoring

There are 4 types of scoring:



- Numeric Score (Coffee Evaluation): 0-9
- Numeric Score (Accuracy): 0-3
- Numeric Score (Impression): 0-3
- Numeric Score (Experience): 0-6

15.2. Evaluation Scales

The evaluation scales are as follows.

15.2.1. Numeric Score (Coffee Evaluation)

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 – Slightly Low
- 5 – Neither High nor Low
- 6 – Slightly High
- 7 – Moderately High
- 8 – Very High
- 9 – 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., that no coffee was served to the judge to evaluate). Scores of 0-3 require the approval of the Head Judge.

The Coffee Evaluation Scale is for coffee evaluation only, in both Open Service and Compulsory Service.

15.2.2. Numeric Score (Accuracy)

- 0 – None to evaluate
- 1 – Not very accurate
- 2 – Somewhat accurate
- 3 – Very accurate

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.



A score of 2 indicates that elements in this category were somewhat accurate. A score of 3 indicates that elements in this category were mostly or all accurate. Certain scores are weighted and multiplied by 2. 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 descriptors named for the Cup Score components.

15.2.3. Numeric Score (Impression)

- 0 – Unacceptable
- 1 – Not very
- 2 – Somewhat
- 3 – Very

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 the elements in this category made a low or average impression. A score of 2 indicates that elements in this category made a good or mixed impression. A score of 3 indicates that elements in this category made a high impression. Certain scores are weighted by 2.

This type of score is found in Open Service in the Barista Evaluation section and is relative to the impression of Customer Service/Hygiene.

15.2.4. Numeric Score (Experience)

- 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 scoresheet for Overall Workflow and Technical Uniformity.



16. Coffee Evaluation

Judges will rate their impression of 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, mostly perceived retro-nasally. It represents the coffee’s principal character, the “mid-range” notes, in between the first impressions 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 its combined 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. 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. Judges are encouraged to use broad, commonly understood descriptors when possible. Brews with low or high acidity may receive high scores relative to the quality of the acidity (the intensity of the acidity is not correlated to the quality perception or score).

16.1.5. Sweetness

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“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,” “overpowering”). Brews with low or high sweetness may receive high scores relative to the quality of the sweetness (the intensity of the sweetness is not correlated to the quality perception and score).

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 (the thickness or weight of the mouthfeel is not correlated to the quality perception and score).

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 score of the individual attributes might receive an even higher score. This is the step where the judges make their personal appraisal.

17. Coffee Evaluation Procedure

- A. As soon as the coffee is served, the judges will evaluate the coffee’s Aroma. When a competitor has not provided explicit instructions to assess Aroma, judges will evaluate Aroma by swirling the beverage in the service vessel three times while the vapors released by this motion are sniffed and assessed. During the Compulsory Round, the Head Judge will remove a sample to evaluate for Sensory Uniformity before the Sensory Judges may evaluate Aroma. It is important to evaluate this as quickly as possible because the intensity of aroma will decline as the beverage temperature declines.
- B. The coffee beverage may, at this time, be decanted into the service vessel suitable for drinking.
- C. Judges will sip directly from the service vessel suitable for drinking, in such a way as to

cover as much of the palate as possible, especially the tongue and upper palate.

- D. Judges will evaluate the brewed coffee when served and will continue evaluation over time as the coffee cools. During evaluation judges should clearly indicate a reference to intensity and description changes that were apparent over this time. Judges will stop their evaluation once they have determined their overall score based on the coffee's combined attributes over time.
- E. 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. Open Service Evaluation

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 served, the 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. Barista 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. 0 should not be used here.

All accessories should be readily available, functional, clean, and unbroken, and the working area should be well and purposefully organized. Judges will consider how the competitor cleans spills, handles equipment, and serves beverages.

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. 0 should not be used here.



beutilized.

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 cultural 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 served will score high.

Good customer service skills (e.g., politeness, accuracy, attentiveness, eye contact, etc.) will also be taken into consideration.

19. Compulsory Coffee Tasting Procedure

When served, the judge should move each cup to the evaluation placemat and mark each placemat position with an alphanumeric code. This code will be recorded in the box marked Cup #.

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. Head Judge Evaluation

20.1. Open Service Presentation Head Judges Scoresheet Components

20.1.1. Overall Workflow

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 brewing process.

20.1.2. Technical Uniformity

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.

20.2. Compulsory Head Judges Scoresheet Components

20.2.1. Sensory Uniformity

Head judge will evaluate Sensory Uniformity of 3 cups served to each judge during the compulsory round. After a sample is taken by the sensory judge, the head judge will taste the sample. And the head judge will evaluate how the taste components are consistent with each other cup through time, except for Aroma.

21. Appeals at the Vietnam National Brewers Cup

21.1. Judge Related Issues

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

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

21.2. Competitor Related Issues

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

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

21.3. Appeals

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

The complaint and/or appeal letter must include the following:



- 1)Competitor name
- 2)Date
- 3)A clear and concise statement of the complaint
- 4)Date and time references (if applicable)
- 5)Competitor’s comments and suggested solution
- 6)Party/Parties involved
- 7)Competitor’s contact information

Any written complaints and/or appeals that do not include this information will not be considered. Competitors should submit their written complaint and/or appeal to the VNBrC event manager via email to competition@cafeshow.com.vn within 24 hours of the offending incident or the decision given.

21.4. Appeals Reviewed by the Competition Strategic Committee

The Brewing Cup Strategic Committee will review written complaints or appeals within thirty (30) days of receipt. The Brewing Cup Strategic Committee will contact the person in writing via email with final rulings

