

# **FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO**



## **• APPENDIX B •**

# **MAJOR & MINOR OFFICIALS POLICIES AND PROCEDURES**

# FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO

## Appendix B – Major & Minor Officials Policies and Procedures

As of October 2017

### **AB1.0 REGIONAL OFFICIALS CLINICS**

- AB1.1 All referees are expected to attend a clinic each year, regardless of level and experience. Exams are prepared for regional clinics by September each year. Officials attending a clinic will not be given credit for attending a clinic unless they have remained in attendance for the duration of the entire clinic.
- AB1.2 We drop rules/instructor clinic in September and go to Provincial run officials' clinic. Sites and dates to be determined by the regional R.I.C. Regions to supply site at their cost, instructions, and material supplied by Province. (October 1997)
- Note: Provincial Facilitator will supply registration forms, evaluation forms, rule books, and exams. The facilitators will assist in registration, collection of fees, instructing and marking exams, and mailing in fees to Provincial Treasurer. (May 2011)
- AB1.3 A minimum of ten (10) registered participants, major and minor, per referee clinics be the criteria to make a clinic feasible. Participants must attend entire clinic and not leave halfway through. Otherwise, the right to host a referee clinic will not be given for the following season. (October 1993)
- AB1.4 Each region may host one (1) F.B.A.O. sanctioned officials clinic each season, unless extenuating circumstances demand an extra clinic or the Provincial Executive and Officials Committees agree that a region should be allowed to host a second clinic. (October 1994)
- AB1.5 Any region holding a two (2) day clinic are responsible for picking up all expenses of the instructor for the 2<sup>nd</sup> day (i.e. mileage, meals, accommodations). (October 1997)
- AB1.6 The Referee`s Clinics shall be held prior to the last Saturday, or Sunday of September. (April 2009)
- AB1.7 Approved travel expenses will be paid out of the Officials' Program Fund for the F.B.A.O. Referee-in-Chief to attend one regional tournament in each region per playing season to assess and evaluate the major officials. (October 2016)
- AB1.8 The Referee-in-Chief and Vice-President Technical from each region will meet the weekend of the Juvenile National Qualifier. The province will cover approved expenses of accommodations, meals, and mileage. (October 2016)

### **AB2.0 REGISTRATION**

- AB2.1 Each year in May, the F.B.A.O. Board of Directors assesses the membership registration fees for the next season. If changes to the fees are suggested the Board of Directors decide whether to implement the suggested changes.
- AB2.2 The registration fee for the referees be paid at the referee clinic to F.B.A.O. (May 1992)

# FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO

## Appendix B – Major & Minor Officials Policies and Procedures

As of October 2017

- AB2.3 All F.B.A.O. games must have a registered minor official in the timekeeper's box. (May 1993)
- AB2.4 Each region must have a minimum of two (2) major officials registered. (May 1993)
- AB2.5 Each league must have a minimum of one (1) minor official registered. (May 1996)
- AB2.6 The Major Official Registration fee is \$75.00 (April 2013). (Note: \$10.00 of the above registration fee goes into the Officials' Program Fund)
- AB2.7 The region that you state on your registration form is the region that you must fulfill your commitments to first. (October 1997)

### **AB3.0 EXAMS**

- AB3.1 All officials planning to register and referee this season must pass the referee exam with a grade of at least 70%. Officials who do not submit a written exam with a grade of 70% or higher will not be permitted to continue refereeing. Exams received after December 15th will not be accepted for marking (unless it is a new official registering). Officials will be charged \$25.00 to re-write the exam if they do not receive a grade of 70% or above. (October 1997)
- AB3.2 All officials will write the same open book exam. (October 1997)

### **AB4.0 ON-ICE EVALUATIONS**

- AB4.1 All officials require an on-ice evaluation to be completed and submitted to the F.B.A.O. office before February 1st. Officials should note that when a regional on-ice evaluation has been performed and is submitted into the F.B.A.O. office (2<sup>nd</sup> Vice President - Technical), and a provincial on-ice evaluation has also been performed and submitted, the provincial on-ice evaluation will be used before the regional evaluation to assess a referee's level and/or status. (October 1997)
- AB4.2 At F.B.A.O. events, the F.B.A.O. Officials' Committee Chairperson and/or 2<sup>nd</sup> Vice President - Technical will monitor the event games to assess the Major Officials' performance, control of the game, and following the F.B.A.O. rules and directions. The F.B.A.O. Officials' Committee Chairperson and/or 2<sup>nd</sup> Vice President - Technical shall meet after the game with any Major Official whom had issues with their officiating in previous games. Those Major Officials whom are not meeting the required standards for officiating will have their schedule for officiating adjusted accordingly. (April 2013)

### **AB5.0 PROVINCIAL TOURNAMENTS**

- AB5.1 The number of minor officials per game be left to the discretion of the Provincial Executive at the Juvenile National Qualifier Tournament ( April 2016) and the Junior Provincials. (May 1997)
- AB5.1.1 Minor officials pay be \$12.00 per game for F.B.A.O. events. (April 2009)

# FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO

## Appendix B – Major & Minor Officials Policies and Procedures

As of October 2017

AB5.1.2 Accommodations for Major Officials at all F.B.A.O. events will all be located at the same motel/hotel; and be based on two (2) officials per room; and the rooms are to be utilized by Major Officials ONLY. If an official brings a companion to stay in the Major Official's room, then this will result in the immediate removal of the Major Official and their guest; along with the immediate sanction and suspension of the Major Official. In addition, the Major Official will forfeit all payment due for any officiating expenses for the event. (April 2015)

### AB5.2 Juvenile Qualifying Tournament

- a) The official must be properly registered with the F.B.A.O. (October 1997)
- b) Names of all officials interested in attending the open tournament be submitted to the F.B.A.O. office (2<sup>nd</sup> Vice President -Technical) prior to November 15. (October 1997)
- c) That the officials' schedule be prepared by the Officials' Committee Chairperson/2<sup>nd</sup> Vice President -Technical in such a way to keep the expenses to a minimum (i.e. accommodations, mileage, etc). (October 1997)
- d) Rooms will be given to Major Officials for the Thursday Night before Qualifiers when required and will have two (2) per room. (April 2012)
- e) For the Qualifier, the meal allowance monies for Major Officials shall be pooled based on \$30.00 per weekend times the number of Officials. Major Officials will be paid a food allowance based on the number of games that they officiate. The per diem per game will be the pooled amount divided by the total number of games played.
- f) Mileage will be paid out at \$0.35 per kilometre. This will be paid by the province. Mileage will be calculated as per MapQuest and monitored by the province.
  - 1A – Mileage will be capped at a maximum of 2000 kilometre for a round trip (maximum \$500).
  - 1B – If travel is more than 200 km for a round trip, occupancy per vehicle must be maximized. Mileage will be paid out per region based on the following:
    - 1-3 refs: pay mileage for 1 vehicle only
    - 4-6 refs: pay mileage for 2 vehicles only
    - 7-9 refs: pay mileage for 3 vehicles only

If officials from the same region choose to travel individually for any reason, mileage will be paid out based on the above numbers and divided equally between vehicles. For travel under 200 kilometres, and for travel within a region in order to meet at a central location, mileage will be paid out at \$0.20 per kilometre.

- g) At Provincial events, major officials are restricted from participating in the event as a player or team official. The Officials Chairperson, in the event of an emergency, may rescind this.

# FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO

## Appendix B – Major & Minor Officials Policies and Procedures

As of October 2017

- h) Major Officials will be paid \$15.00 per game at the Juvenile Qualifiers. (April 2016)  
(May 2010)

### AB5.3 Junior Provincials- Criteria

- a) The guidelines for supplying referees be the same for the Junior Provincials as for the Senior Provincials. (May 1998)
- b) The officials must be properly registered with the F.B.A.O. (October 1997)
- c) Names of all officials attending the Junior Provincials must be submitted to the F.B.A.O. office (2<sup>nd</sup> Vice President - Technical) prior to January 15th. (October 1997)
- d) That the officials' schedule be prepared by the Officials' Committee Chairperson/2<sup>nd</sup> Vice President –Technical in such a way to keep the expenses to a minimum (i.e. accommodations, mileage, etc.). (October 1997)

In order to provide fiscal constraint for the event, the number of Major Officials for the last day of the event shall be reduced accordingly based on the number of arenas being utilized and the number of remaining games. (April 2013)

- e) Mileage will be paid out at \$0.25 per kilometre. This will be paid by the province. Mileage will be calculated as per MapQuest and monitored by the province.
- 1A – Mileage will be capped at a maximum of 2000 kilometre for a round trip (maximum \$500).
  - 1B – If travel is more than 200 km for a round trip, occupancy per vehicle must be maximized. Mileage will be paid out per region based on the following:
    - 1-3 refs: pay mileage for 1 vehicle only
    - 4-6 refs: pay mileage for 2 vehicles only
    - 7-9 refs: pay mileage for 3 vehicles only

If officials from the same region choose to travel individually for any reason, mileage will be paid out based on the above numbers and divided equally between vehicles. For travel under 200 kilometres, and for travel within a region in order to meet at a central location, mileage will be paid out at \$0.20 per kilometre.

(May 2010)

- f) That the 2<sup>nd</sup> Vice President - Technical and the Officials' Committee Chairperson be able to referee at these Provincial Championships, if necessary. (May 1996)
- g) All games in all categories, should have two referees on the ice at all times. (May 2000)
- h) Payment for the Junior Provincials is as follows:  
The officials who are being paid \$17 per game, and will be responsible to contribute \$2.00 each from each game refereed into the Ontario Referee Association account. This will be used for transportation costs to send an official to the Jr. Nationals. The Province will

# FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO

## Appendix B – Major & Minor Officials Policies and Procedures

As of October 2017

match all funds contributed by the referees in this manner. (April 2007)

- i) For the Junior Provincials, that meal allowance monies for Major Officials shall be pooled based on \$60.00 per weekend times the number of Officials. Major Officials will be paid a food allowance based on the number of games that they officiate. The per diem per game will be the pooled amount divided by the total number of games played. (April 2009)
- j) At Provincial events, major officials are restricted from participating in the event as a player or team official. The Officials' Chairperson, in the event of an emergency, may rescind this. (April 2009)

AB5.4

### Senior Provincials – Criteria

- a) The number of officials required for the Senior Provincials be sixteen (16) in total. As a guideline, each region will supply four (4) officials at the Senior Provincials. (April 2007)  
  
Regions must notify the F.B.A.O. office (2<sup>nd</sup> Vice President - Technical) by January 15th of the playing season if they are unable to fulfill their commitment. (May 1998)
- b) The officials must be properly registered with the F.B.A.O. (October 1997)
- c) The names of all officials attending the Senior Provincials must be submitted to the F.B.A.O. office (2<sup>nd</sup> Vice President - Technical) prior to the junior provincials. (October 1997)
- d) That the officials' schedule be prepared by the Officials' Committee Chairperson/2<sup>nd</sup> Vice President - Technical in such a way to keep the expenses to a minimum (i.e. accommodations, etc.). (October 1997)

In order to provide fiscal constraint for the event, the number of Major Officials for the last day of the event shall be reduced accordingly based on the number of arenas being utilized and the number of remaining games. (April 2013)

- e) Payment for the Senior Provincials is as follows: That officials be paid \$25.00/game (April 2015) for Senior Provincials as well as current re-imbursements by the Province. (May 2000) The province will cover your meal expenses, which is up to \$25.00 per day, plus all officials will receive an extra \$25.00 each which is coming from the "officials' program fund." (October 1997)
- f) Mileage will be paid out at \$0.25 per kilometre. This will be paid by the province. Mileage will be calculated as per MapQuest and monitored by the province.
  - 1A – Mileage will be capped at a maximum of 2000 kilometre for a round trip (maximum \$500).
  - 1B – If travel is more than 200 km for a round trip, occupancy per vehicle must be maximized. Mileage will be paid out per region based on the following:

# FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO

## Appendix B – Major & Minor Officials Policies and Procedures

As of October 2017

- 1-3 refs: pay mileage for 1 vehicle only
- 4-6 refs: pay mileage for 2 vehicles only
- 7-9 refs: pay mileage for 3 vehicles only

If officials from the same region choose to travel individually for any reason, mileage will be paid out based on the above numbers and divided equally between vehicles. For travel under 200 kilometres, and for travel within a region in order to meet at a central location, mileage will be paid out at \$0.20 per kilometre.

(May 2010)

- g) That the 2<sup>nd</sup> Vice President - Technical and the Officials' Committee Chairperson be able to referee at these Provincial Championships, if necessary. (May 1996)
- h) All games in all categories should have two referees on the ice at all times. (May 2000)
- i) At Provincial events, major officials are restricted from participating in the event as a player or team official. The Officials' Chairperson, in the event of an emergency, may rescind this. (April 2009)

### **AB6.0 NATIONAL CHAMPIONSHIPS**

AB6.1 The following criteria is used to determine which officials are eligible for selection to the National Championships:

- a) In recent years Ontario has been asked by the Canadian Broomball Federation to supply additional referees for the National Championship tournament. In order to allow all eligible Ontario referees the opportunity of accepting an offer to referee at the Nationals as an extra official the following motion was adopted.

Prior to the National Championships the Canadian Broomball Federation will be asked if any additional referees are needed for either Nationals. If there is an opportunity for one or more additional Ontario referees, all officials attending our Provincial Championships in the category that is required will have that opportunity through the evaluation process. Any additional referees must be endorsed by the province. (October 1997)

- b) Any additional referees are responsible for their own transportation costs to and from the event. There will continue to be an official picked as the Ontario representative and this person will have his/her transportation expenses, along with \$25 per day for food allowance covered for the National event through the "officials' program fund" (provided there is enough money in the fund). Any additional referee will also receive \$100 for the event. (May 2011)
- c) All officials participating in both the Juvenile Qualifiers and Junior Provincials will be eligible for the Juvenile Nationals. If the official must leave any of these provincial events early, the Officials' Chairperson must be notified prior to the start of the event. The referees will be evaluated during each event and top referee(s) will be selected. (May 2011)

# FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO

## Appendix B – Major & Minor Officials Policies and Procedures

As of October 2017

- d) All officials participating in one of the Provincial Junior events (either Juvenile Qualifier and/or Junior Provincials), as well as Senior Provincials, will be eligible for the Senior Nationals. If the official must leave any of these provincial events early, the Officials' Chairperson must be notified prior to the start of the event. The referees will be evaluated during each event and top referee(s) will be selected. (May 2011)
- e) The Ontario representative official will have the first choice of C.B.F. referee's uniform each year. (May 1996)
- f) Travel arrangements for referees attending a National Championship tournament as the Ontario representative official will be made to allow the referee to remain at the event for the duration of the tournament to allow the official to be considered for the final games of the event. (May 1996)
- g) That a major official be sent to the Co-Ed Nationals and expenses be covered by the present F.B.A.O. guidelines governing Junior and Senior Nationals. (May 2000)

### **AB7.0 OFFICIALS' PROGRAM FUND**

AB7.1 This is a fund that is set up to help officials going to the Provincials, to help cover expenses and also to help officials that are selected to go to the National Championships. The program is funded by all teams participating at the Senior Provincials paying an extra \$25.00 per team, which is totaled and broken down into 3 parts:

- i. 1/3 for provincial officials at Senior Provincials (mm. \$400.00 = 16 refs x \$25.00 each)
- ii. 1/3 for Junior National referee expenses (mileage & meals)
- iii. 1/3 for Senior National referee expenses (mileage & meals)

NOTE: If mileage & meals don't total the full 1/3 of income for that part, the unused money is left in the fund & divided up between all 3 parts the following year. (October 1997) If a referee is not available for any National the fine will be paid from the Officials' Fund. (May 2000)

### **AB8.0 OFFICIATING LEVELS**

AB8.1 The following official's level criteria will be used to determine which level all officials are currently recognized as. The exam mark and on-ice evaluation mark must be forwarded to the F.B.A.O. office (2<sup>nd</sup> Vice President - Technical).

- Level I
  - Paid registration
  - Pass exam with a grade of 70% or higher
- Level II



# FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO

## Appendix B – Major & Minor Officials Policies and Procedures

As of October 2017

- Recommendation/endorsement by Regional Referee-In-Chief
- At least two (2) seasons as a level I official.
- Paid registration
- Exam with a grade of at least 80%
- Provide an on-ice mark of 75% or greater (first year only)
  
- Level III
  - Recommendation/endorsement by Regional Referee-In-Chief
  - At least two (2) seasons as a level II official.
  - Paid registration
  - Pass exam with a grade of 90% or higher
  - Provide an on-ice mark of 85% or greater (first year only)

AB8.2 Those referees wishing to attend a Junior or Senior Provincials must accomplish the following:

- Level I
  - Submit an on ice evaluation grade of at least (75%).
  - This must be received prior to February 1
  - Must have attended a clinic
  - Must have submitted their exam within one (1) month of the clinic attended and achieved the passing grade
  
- Level II
  - Submit an on ice grade of at least (75%).
  - This must be received prior to February 1
  - Must have attended a clinic
  - Must have submitted their exam within one (1) month of the clinic attended and achieved the passing grade
  
- Level III
  - Submit an on ice grade of at least (85%).
  - This must be received prior to February 1
  - Must have attended a clinic
  - Must have submitted their exam within one (1) month of the clinic attended and achieved the passing grade