

Whitehorse Women's Hockey Association

Policy Name: Officiating Policy	Policy Number: WWHA-10
Approval Date: May 9, 2017	Policy Manual Section: n.a.

SCOPE

This policy addresses the role and responsibility of the Referee-in-Chief and Officials in the WWHA.

POLICY

Officials are expected to conduct themselves in accordance with the WWHA Code of Conduct and Rule 41 of the CARHA Hockey Official Rule Book.

Officials who fail to uphold their responsibilities may be suspended or removed from the roster of officials pending formal review.

The minimum age of recruitment is 18 years.

Up-to-date certification is desired, but may be excused if the official has experience deemed sufficient by the WWHA Executive.

When recruiting new officials, the officials must have officiated within the last two seasons and/or have up-to-date certification.

The roster of officials for the season must be approved by the WWHA Executive.

Officials must sign score sheets to be eligible for payment.

DEFINITIONS

None

PROCEDURES

1. WWHA Executive

- 1.1. Will appoint the Referee-in-Chief
- 1.2. Will approve the roster of officials each season. Officials are approved in part based on their compatibility with the WWHA, whereby compatibility is defined as the ability to work with the Executive and its members without problems and conflict. The Executive may reject an official regardless of their experience and certification.

2. Referee-in-Chief

- 2.1. Is responsible for:
 - Recruitment of officials for the season
 - Assignment of officials to games
 - Maintenance of game sheets, and

- Providing Treasurer with monthly summary of payment owed to officials.
- 2.2. Prior to recruiting new officials, the Referee-in-Chief will contact all officials from the roster of the previous season and determine which officials will be returning for the upcoming season.
 - 2.3. New officials will be added to the roster as deemed necessary by the Referee-in-Chief to support the scheduling of two officials per game. Once the roster is full, officials expressing interest in the WWHHA will be added to a back-up roster. The back-up roster is a pool of officials that the Referee-in-Chief may draw from as required. Officials called from the back-up roster will be at the discretion of the Referee-in-Chief. Officials on the back-up roster are not guaranteed games nor are they guaranteed a spot on the primary roster should additional officials be needed. Officials under the age of 18 may be added to the back-up roster. Officials on the back-up roster are held to the same standards as officials on the primary roster except for age. The purpose of the back-up roster: (1) a source of officials for league games and WWHHA events such as the Jamboree, (2) provide the opportunity to evaluate officials prior to recruiting to the primary roster, and (3) contribute to the development of officials for Whitehorse by giving new officials the opportunity to develop their skills.
 - 2.4. Will assign games equally and fairly to all officials.
 - 2.5. Where possible, will endeavour to schedule two officials per game.
 - 2.6. Will coordinate the collection and storage of score sheets for the season, as well as the sharing of score sheets with the statistics coordinator.
3. **Referees**
 - 3.1. Conduct themselves in accordance with the WWHHA Code of Conduct and Rule 41 of the CARHA Hockey Official Rule Book.
 - 3.2. Review, approve, and sign score sheets.
 - 3.3. Report, on the game sheet, all Match penalties immediately following the game, giving full details to the President as per Rule 41(n).
 - 3.4. Inform the Referee-in-Chief of gross misconduct, game misconduct, and match penalties within 24 hours.
 - 3.5. Complete at a minimum Hockey Canada Official Level 1 certification.
 - 3.6. Complete the CARHA Referee Training Modules.

RELATED POLICIES

Code of Conduct

REFERENCES

VERSION HISTORY

Date	Action	Revision Description
23/07/17	New	First publication, New template
22/08/17	Updated	Edits to policy and procedures sections
04/12/17		Procedures approved