

US INDOOR LACROSSE
US INDOOR LACROSSE OFFICIALS ASSOCIATION OPERATING POLICY

Organizational Chart – US Indoor Lacrosse Officials Association

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US INDOOR LACROSSE OFFICIALS ASSOCIATION

REGULATION 1: OBJECTIVES

- 1.01 To improve the level of officiating by:
- Providing workshops and clinics, both theoretical and technical;
 - Making teaching aids available;
 - Registering all officials with US INDOOR LACROSSE;
 - Conducting regular evaluations every officiating season.
- 1.02 To improve the game of lacrosse by:
- Promoting good fellowship among Association members;
 - Promoting and maintaining high standards of relationship with Association members, officials and coaches of the various levels of teams and leagues with whom THE USILOA shall make its services available;
 - Providing opportunity for input concerning the rules and regulations involved in the “calling of the game”; and general officiating of USIL events;
 - Upholding the rules according to the most current US Indoor Lacrosse rulebook and the most current NLL rulebook with the only exception being those rules changed or permitted by individual Minor Directorate or individual Senior Directorate per their arena or local amendments to the rules.

REGULATION 2: JURISDICTION

- 2.01 The jurisdiction of this organization shall extend to all organized lacrosse within the United States of America as described in the USIL Constitution and By-Laws.
- 2.02 This organization shall provide information regarding referees to USIL League Commissioners, to League Presidents, Head-Referees or associations for league and exhibition games, playoffs and championships within the Association also included any and all tournament play within this organizations jurisdiction. Should any referee solicit, or accept an assignment, to officiate in any game of a non-affiliated association, league or club within the jurisdiction of this organization without approval, then such official shall be subject to disciplinary action.
- 2.03 No referee shall be permitted to referee in games outside the USA without a request in writing and approval of this organization.

REGULATION 3: ORGANIZATION

- 3.01 a) The Executive Committee of this organization will be elected annually at the USILOA General Meeting, and shall be comprised of:
- i) Chair
 - ii) Vice Chair - Senior
 - iii) Vice Chair - Minor
 - iv) Secretary
 - v) Immediate Past Chair
- b) All officers shall be elected by secret ballot at the USILOA General Meeting for election.
- c) In the event that there is but a single nominee for an office, the secretary shall cast one vote for such nominee.

d) The Chair, Vice Chair – and the Secretary shall be elected for two-year terms in odd-numbered years. The Vice Chair – Minor and Vice Chair – Senior shall be elected in two-year terms in even-numbered years.

e) The Immediate Past Chair, upon election of a new Chair, shall be appointed to serve a term of two (2) years, to act as an advisor to the new Executive Committee of the USILOA.

f) In the event that a member of the executive of the USILOA is not able to complete his/her duties or is compelled to resign, the remaining members of the executive will appoint a replacement who will serve until an election can be held at the next General Meeting of the USILOA.

g) The operating committee of the USILOA shall consist of the Executive Committee and the following additional members as appointed by the Executive Committee of the USILOA:

- i) Minor Region Coordinators
- ii) Senior Region Coordinators
- iii) Master Learning Facilitator
- iv) Minor Clinicians
- v) Senior Clinicians
- vi) Assistant Minor Region Coordinator

3.02 The USILOA shall be under the leadership of the Chair who will be responsible for directing the duties of the Executive and Operating Committees to obtain the objectives of USIL and the USILOA and attain continuity of refereeing throughout the United States.

3.03 Any Vice Chair who fails to comply with their assigned duties will be replaced by appointment. It will be the responsibility of the USILOA Chair, in conjunction with the USIL Vice President, to appoint a new Vice Chair for that section for the remainder of the term. In the event that a Vice Chair is temporarily unable to fulfill any required duties, the Vice Chair may appoint a designate to act on his/her behalf.

3.04 The duties of the Vice Chairs are as follows:

a) Vice Chair - Senior

Coordinate with all member groups to ensure that there is proper recruitment, training and continual excellence in officiating. Coordinate with the Chair and perform all duties that are assigned, including evaluating and grading all Senior officials, with assistance from the assigned evaluators. The position and duties of the Senior Allocator will fall under the leadership of the Vice Chair - Senior. Will assist the Vice Chair - Minor in the training of Minor level officials who show skills and knowledge so that they are encouraged to graduate to the Senior level when the qualifications defined in Appendix One are met. Will provide a monthly written summary to the USILOA Chair by the third Monday of each month. Will act as a liaison regarding USIL issues, and will inform USILOA members of officiating issues through written communication.

b) Vice Chair - Minor

Coordinate with all member groups to ensure that there is proper recruitment, training and continual excellence in officiating. Coordinate with the Chair and perform all duties that are assigned. Will be in contact with the Minor Association Head Referees frequently throughout the year. Will attend Minor Level general meetings as required and provide a monthly written summary to the USILOA Chair by the third Monday of each month. Will assist Minor Association Head Referees, when requested, with evaluations throughout the playing season to ensure all minor officials are evaluated. Will correlate the evaluations and grading of all Minor officials so that

proven, qualified officials are used for championships and tournaments throughout the United States. These evaluations are to be used in conjunction with the Head Referees Regional Qualifications Lists. Will be responsible for the assignment of officials at Regional Championship Tournaments.

c) Minor Region Coordinator

Appointed for a term of no less than two years. Responsible for assisting association head referees within their region, with the training, recruitment and retention of minor referees. Responsible for investigating disciplinary matters that arise concerning minor officiating that takes place within their region. Results of this investigation shall be forwarded to the Vice Chair – Minor for further action. Responsible for evaluating the referees within their region that are nominated for regional championships and/or Tournaments. Details of these evaluations shall be forwarded to the Vice Chair – Minor. Required to attend all USILOA Minor Region and Operating Committee meetings.

g) Assistant Minor Region Coordinator

Appointed for a term of no less than two years. Responsible for assisting association head referees within their appointed region, with the training, recruitment and retention of minor referees. Responsible for investigating disciplinary matters that arise concerning minor officiating that takes place within their region. Results of this investigation shall be forwarded to their Minor Region coordinator and the USILOA Vice Chair – Minor, for further action. Responsible for evaluating those referees within their region that are nominated for regional championships and/or Tournaments. Details of these evaluations shall be forwarded to the Vice Chair – Minor. Required to attend all USILOA Minor Region and Operating Committee meetings. Coordinate with their Minor Region Coordinator and perform all duties that are assigned.

h) Senior Region Coordinator

Appointed for a term no less than two years. Responsible for overseeing senior officiating within their region. Responsible to coordinate between senior officials within their region and the Operating Committee of the USILOA.

i) Master Course Conductor

Appointed / ratified by USIL / USILOA for a term no less than three years. Responsible for training Level 1-2 and Level 3-5 referee clinicians. Responsible for updating all training and technical materials for referee instruction. Required to attend USIL / NLL meetings as necessary.

k) Minor Clinicians

Appointed for a term no less than two years. Responsible for conducting minor official training clinics and subsequent certification of minor officials. Responsible for assisting the Master Learning Facilitator with the updating of course materials for minor referee instruction.

l) Senior Clinicians

Appointed for a term no less than two years. Responsible for conducting senior officials clinics and subsequent certification of senior officials.

REGULATION 4: MEMBERSHIP

- 4.01 All officials will be registered with the USILOA and must follow the procedures in the operating policy.
- 4.02 All officials registered with the USILOA must agree to a criminal background check.
- 4.03 To be an active member of the USILOA, an official must:

- a) Attend an officiating clinic or refresher course once a year and satisfy the specific requirements pursuant to their sector and levels;
 - b) Have paid the USIL/USILOA registration fees.
 - c) All outstanding fines must be paid prior to registration as an official each year.
- 4.04 All members of the USILOA have the privilege of voting at the USIL - Lacrosse Officials Association General Meeting held each year.
- 4.05 All members of the USILOA are entitled to insurance coverage, as outlined in the USIL Operating Policy: Section ?.
- 4.06 Each member will receive a USIL United States Officiating Certification Program (USOCP) card once the officiating level applied for is successfully achieved. The certification requirements are outlined in Appendix One.
- 4.07 All minor associations will be represented by a Head Official/Referee, who shall attend scheduled minor officials meetings. Failure to attend such scheduled meetings will result in a fine.
- 4.08 All members of the USILOA Fine Guidelines:
- | | | |
|-----------------|--------------------------------|-----------------|
| 1 st | meeting missed | - \$25.00 Fine |
| 2 nd | meeting missed | - \$40.00 Fine |
| 3 rd | meeting missed | - \$60.00 Fine |
| | Additional Meetings Missed | - \$60.00 Fine |
| | USILOA General Meetings Missed | - \$100.00 Fine |

Note: This is per USIL fiscal year. Any fines not paid could result in member being declared not in good standing.

REGULATION 5: GAME ASSIGNMENT GUIDELINES

- 5.01 All persons officiating a sanctioned game must hold a valid and current USOCP card and submit to a physical fitness examination on the recommendation of the Evaluator.
- 5.02 For officials to qualify to officiate in league post-season, the official must have officiated a minimum of 10% of the league's regular season games.
Where a league's regular season games are played in multiple locations an official must have officiated a minimum of 10% of the league's regular season games, which were played within the official's home geographic area.
Further, the official must, through the evaluation process, be deemed capable of officiating in post-season at that level and the appointment of all officials must be approved by the USILOA Vice Chair – Senior.
- 5.03 An official shall not be allowed to referee a sibling, parent or immediate relation involved in a game at all levels except in extenuating circumstances, and agreed to by both teams or must have approval of Vice Chair – Senior (V. Chair to fill out Referee exception form). Both coaches must sign the top of the score sheet to verify agreement prior to the start of the game.
- 5.05 The USILOA Executive Committee will provide three names to the local league that is involved in the championship. The local league has input as to who they feel would be the best person to be the RIC (Referee in Charge).

When the RIC is decided upon by the USILOA executive committee, the USILOA chair will send the name to the USIL League / Tournament executive for ratification. If the RIC is approved by the USIL League / Tournament executive, the name will be sent to the USIL President for final approval.

- 5.06 All officials game assignments in all senior region games shall be allocated by the USILOA Senior Allocator. This will include all exhibition, league, playoff and regional games.
- 5.07 Responsibility for league, playoff and exhibition game schedules shall be as follows:
- a) For conflict and/or rescheduled games, the commissioner of the league shall notify the appropriate allocator at least 48 hours prior to the date of the new game.
 - b) For all playoffs, the league commissioner shall provide a schedule of games to the appropriate allocator at least 72 hours prior to the date of commencement of games.
 - c) It is the responsibility of the commissioner to contact the appropriate allocator giving a minimum of 24 hours notice of a game cancellation. Teams / Leagues will be assessed for officials fees should the team manager fail to notify the commissioner or cancel a game with less than 24 hours notice.
- 5.08 All minor and senior officials are to be available to officiate at all qualified levels, as assigned by the Senior Allocator or Regional Allocator. Any refusal to work at various levels may result in suspension of the official and shall be reviewed by the Vice Chair and/or Discipline Committee.
- 5.09 No Minor or Senior official shall have more than four (4) league, tournament, exhibition or playoff games assigned to that official per day. Should a Minor or Senior official be assigned three (3) games in a day, two (2) of which may be consecutive, the official must have at least a one-game break between any of the assigned games. The assigned games would be when they are required to be one of the on-floor officials for a game. An exception to this would be if the official, along with the official's on-floor duties were to operate the thirty-second clock, game Clock or Penalty Area.
- 5.10 For Minor Level only, during all league and post season play, under NO circumstances may team personnel choose or contact referees on their own. Referees who accept a game assignment offered directly from a team may be subject to disciplinary action.
Note: Associations are under no obligation to accede to requests of this kind and may decline. All referee assignments are made directly by the USILOA Minor Region coordinator.

REGULATION 6: DUES

- 6.01 Dues covering regular memberships for each year shall be payable at the time of attending the carding clinic.
- 6.02 The dues are as outlined in the USIL Operating Policy, Appendix B: USIL Fee Schedule.

REGULATION 7: FEES AND EXPENSES

- 7.01 Fees and expenses for playoff games are as outlined in the USIL Operating Policy, Appendix B: USIL Fee Schedule.
- 7.02 Regions: The USILOA, with input from the USILOA Vice Chairs (Minor, and Senior) Head Referees, Region Coordinators and Evaluators shall appoint qualified officials for all Regions. The expenses to send qualified officials to other regions shall be included in the USILOA Annual Budget. These costs may include transportation and accommodation of the officials (least cost). Accommodation, travel

and per diem for the USILOA Vice Chair – Minor, Senior and Field or Designate, upon approval from the USILOA chair. All expenses are subject to approval by the USILOA chair.

- 7.03 Senior Level Allocator: Payment to these positions will be included in the USILOA Annual Budget. All expenses are subject to approval by the USILOA chair.
- 7.04 Championships: The expenses to send qualified officials to Tournaments / Championships shall be included in the USILOA Annual Budget. These costs will be for transportation only. All expenses are subject to approval by the USILOA chair.

REGULATION 8: DISCIPLINE & CONDUCT COMMITTEE

- 8.01 The USILOA Chair shall form Discipline and Conduct Committees as required, and shall appoint committee members to carry out necessary investigations and render disciplinary action recommendations to the Chair.
- 8.02 The Executive Committee shall compile a list of nine (9) people from which the Chair will draw to form Discipline and Conduct Committees.
- 8.03 Three (3) members from this list shall serve as the Committee for any given disciplinary act that falls under the auspices of the USILOA. Committee members must be neutral; no person from the list shall participate on a Committee if the issue involves the person's own Association/Club or if the issue involves a relative.

REGULATION 9: CONDUCT & DISCIPLINE

- 9.01 It shall be the duty of every member of this organization to display a conduct at all times that furthers the best interests of the membership, that assists fellow members wherever possible to improve the standard of officiating and that ensures the respect of all participants and fans.
- 9.02 Any negligence by an official in his/her duties shall be thoroughly investigated by the Discipline and Conduct Committee who shall report and recommend to the Chair of the USILOA the action to be taken **Violation of any of the following shall be subject to disciplinary action:**
- 9.03 Suspicion of being under the influence of alcohol and/or illegal drugs when reporting for official USILOA duties. **(Must be forwarded to USILOA.)**
- 9.04 Failure to report for any assignment without sufficient excuse when properly notified. Excuse must be legitimate and those found not telling the truth shall be suspended until the Discipline and Conduct Committee completes an investigation. (May be handled locally in minors)
- 9.05 Exhibiting a pattern of tardiness to game assignments. (May be handled locally in minors)
- 9.06 Engaging in and/or provoking controversial discussions (including swearing, verbally abusing, threatening or racial abuse) with coaches, officials, players, parents or spectators. (Initial incident may be handled locally in minors, subsequent incidents for same official must be forwarded to USILOA.)
- 9.07 Manhandling of players. (Must be forwarded to USILOA. All complaints must be on USIL Complaint / Grievance form and signed by the President / Manager and/or coaches of the association team.)
- 9.08 Failure to complete game reports when required. (May be handled locally in minors.)

- 9.09 Verbally or otherwise threatening to withdraw officiating services. (Must be forwarded to the USILOA.)
- 9.10 Continuously failing to officiate according to the USIL Rule Book, its interpretations and Regional / Local amendments. (May be handled locally in minors.)
- 9.11 Failure to dress in accordance to Regulation 11. (May be handled locally in minors.)

Disciplinary actions arising from failure to comply to the Conduct of an Official

- 9.12 The following constitute a guideline for disciplinary actions to be used within a Region.
 - a) Restricted activity:
 - i. no game assignments with team or teams in question,
 - ii. no game assignments within the League in question,
 - iii. or limited game assignments over a period of time;
 - b) Probation / monitoring:
 - i. Close monitoring at subsequent games or over a period of time,
 - ii. evaluations at subsequent games or over a period of time,
 - iii. additional training and/or counseling;
 - c) suspension from officiating:
 - i. in the event the case is to be raised to the USILOA,
 - ii. immediate suspension may occur until an investigation takes place;
 - d) fines:
 - i. For all levels, if the league in question should find an official developing a history of tardiness or absence, the association can impose fines or sanctions against the official at the discretion of their head referee or RIC.
 - ii. All senior referees shall provide 24 hours notice for cancellation of prescheduled games. Any senior referee who does not provide the proper notice may be fined two (2) game fees determined by the league commissioner of the game cancelled (at the discretion of the Vice Chair – Senior).
 - iii. official's threatening to withdraw services shall be fined between \$60.00 and \$100.00 per official, depending on the division from which services were going to be withheld,
 - iv. Failure to dress in accordance to Regulation 11 will be subject to a \$50.00 fine. Only one warning will be given in writing, then the fine.
 - v. Failure by a referee to report to a game assignment (no show) will be dealt with accordingly.

1 st "no show" –	2 game fees
2 nd "no show" –	3 game fees
3 rd "no show" -	Immediate suspension from the USILOA Senior and Minor Divisions. Pending an investigation by the USILOA Discipline Committee. All fines must be received by the USILOA Treasurer with ten (10) business days, after receiving registered notification of fines.

- 9.12 See General Operating Policy Regulation 11 for the jurisdiction of suspensions.

REGULATION 10: EVALUATIONS

- 10.01 The Senior Evaluator, any Region Head Referee, any USILOA Clinician or any League Head Referee may perform a formal evaluation.
- 10.02 In the event that the Evaluator declares a referee unable to officiate at the level reviewed, the referee will be restricted to a lower Division or League.
- 10.03 At the discretion of the Evaluator, a referee will be restricted to a specific Division or League based upon a game evaluation. Such a restriction will remain in effect until subsequent evaluations show a potential to move up a Division or League.

REGULATION 11: DRESS AND EQUIPMENT

- 11.01 a) Senior: Official striped referee jersey, pre-crested with USIL and USILOA approved logos only; black trousers or black shorts; running shoes (preferred black with black laces which must be tied; black socks;) finger whistle, string and tape measure, pencil and eraser, 30 second timer (or watch: digital or analog with a second hand). USIL approved Helmet. The referee jersey must be tucked into pants.
- b) Minor: Official striped jersey, pre-crested with the USIL and USILOA approved logos only; black trousers or black shorts; running shoes with laces which must be tied; white socks; finger whistle, string and tape measure, pencil and eraser, 30 second timer (or watch: digital or analog with a second hand), rule book. USIL approved Helmet.
- “Tear-away” or sweatpants are NOT permitted.
In order to function as a team, both officials must be dressed in clean, neat, identical uniforms. The referee jersey must be tucked into pants or shorts.

REGULATION 12: REPORTS

- 12.01 Any report covering the explanation of a Match Penalty or other serious offences shall be written on the Official's Game Report and forwarded within twenty-four (24) hours to the appropriate league official for action. Any such explanation shall be confidential and shall not be made public other than for discussion by the appropriate league official.

REGULATION 13: AMENDMENTS

- 13.01 The Operating Regulations of the USILOA shall not be altered except at a General Meeting of the USILOA and shall be made only by a majority vote of the members voting thereon.
- 13.02 Notice of the proposed amendments shall be given in writing to the USIL Office at least forty-five days before the day of the General Meeting and the proposed amendments shall be circulated to members of the USILOA at least thirty days prior to the General Meeting.

APPENDIX ONE:

NATIONAL OFFICIALS CERTIFICATION PROGRAM REFEREE LEVEL CRITERIA

INDOOR LACROSSE

Levels	Requirement	Test Results	Experience
Entry Level	Complete Entry clinic - First time official	70% on test material	should work local Minor level
Level 1	Complete Level 1 clinic - attended E.L. clinic in past or have been a certified official in another sport with a min. of 10 hours Officiating time.	70% on test material	should work Minor Level
Level 2	Complete Level 2 clinic - minimum age 18 & 30 Hours Officiating time.	80% on test material	2+ yrs experience - should work local leagues and Minor Level
Level 3	Complete Level 3 clinic - minimum age 18 - on-floor evaluation - ability to referee at Minor Championship games. Have 60 Hours Officiating time.	85% on test material	3+ yrs experience with at least 1 year in lacrosse officiating. - should work Minor & Jr. Levels
Level 4	Complete Level 4 clinic - minimum age 21 - on-floor evaluation - ability to referee Junior or Lower. Have 100 hours Officiating time.	90% on test material	3+ yrs experience with at least 2 yrs in lacrosse
Level 5	Complete Level 5 clinic - minimum age 21 - on-floor evaluation. Have 120 Hours Officiating time.	90% on test material	3+ yrs experience in lacrosse - have refereed at Championship level in Minors or Jr's or above

