



# 2026 Official's Handbook

(revised 26-03-18)

## 1. List of Terms

LC – Lacrosse Canada – [www.lacrosse.ca](http://www.lacrosse.ca)

ALA – Alberta Lacrosse Association – [www.albertalacrosse.com](http://www.albertalacrosse.com)

ALRA – Alberta Lacrosse Referee Association – [www.alra.ca](http://www.alra.ca)

CALL – Central Alberta Lacrosse League – [www.centralalbertalacrosse.com](http://www.centralalbertalacrosse.com)

CDLA – Calgary & District Lacrosse Association – [www.calgarylacrosse.com](http://www.calgarylacrosse.com)

GELC – Greater Edmonton Lacrosse Council – [www.gelc.ab.ca](http://www.gelc.ab.ca)

RMLL – Rocky Mountain Lacrosse League – [www.rockymountainlax.com](http://www.rockymountainlax.com)

SALA – Southern Alberta Lacrosse Association – [www.southernalbertalacrosse.com](http://www.southernalbertalacrosse.com)

Wheatland – Wheatland Lacrosse Association – [www.wheatlandlacrosse.com](http://www.wheatlandlacrosse.com)

## 2. Official's Code of Ethics

- I will faithfully enforce the rules of lacrosse in a just, impartial, and reasonable way.
- I will adhere to all the policies and rules of the ALRA.
- I will follow the dress code of the ALRA.
- I will conduct myself in a manner that exemplifies sportsmanship and fairness whether as an Official or any other position in the sport.
- I will promote the sport of lacrosse by being an example for others to follow.
- I will honor the obligations of my position and strive to attain excellence in the performance of my duties.

## 3. Rule of Two

The rule of two is for the protection of minor aged athletes/Officials and adult coaches and Officials. The Rule of Two states that there will always be two screened and NCCP/NOCP trained or certified coaches/Officials with a minor aged athlete/Official, when in a potentially vulnerable situation. This means that any one-on-one interaction between a coach/Official and a minor aged athlete/Official must take place within earshot and view of the second coach/Official, except for medical emergencies. One of the coaches/Officials must also be of the same gender as the athlete/Official.

Should there be a circumstance where a second screened and NCCP/NOCP trained or certified coach/Official is not available, a screened volunteer, parent, or adult may be recruited. This rule serves to protect minor aged athletes/Officials in potentially vulnerable situations by ensuring that more than one adult is present. Vulnerable situations can include closed doors meetings, travel, and training environments amongst others.

Organizations must create and implement policies and procedures that limit the instances of vulnerable situations whenever possible.

## 4. Dress Code

### 4.1 The Uniform

- Well-groomed and professional in appearance
- Approved ALRA Official's jersey
- Approved black pants (track suit pants are not acceptable for Major Lacrosse)
- A black belt may be worn
- Black socks
- No jewelry, i.e. necklaces, watches, etc. (Medic Alert bracelets are acceptable)
- Black runners are preferred for Minor Lacrosse (mandatory for Major Lacrosse)
- Come with all equipment required to perform duties as an Official
- CSA/NOCSAE approved helmet with visor

## 4.2 Pre and Post-Game Attire (Minor)

- No team logoed apparel
- For Minor lacrosse, clean pants/shorts and collared shirt preferred.

## 4.3 Pre and Post-Game Attire (Major)

- Business Casual Attire
  - Golf Shirt
  - Dress pants or Khakis
  - Close toed shoes (no crocks)

## 5. Contacts

## 5.1 Volunteer Executive Members

Position	Name	Email
President	Cole Smith	president@albertalacrosserefs.ca
VP Member Services	Noah Johnstone	vpmemberservices@albertalacrosserefs.ca
VP Finance	Jonathan Bennett	vpfinance@albertalacrosserefs.ca
VP Development	Caelan Thain	vpdevelopment@albertalacrosserefs.ca
VP Technical	Vacant	vptechnical@albertalacrosserefs.ca
Executive Director	Vacant	

## 5.2 Volunteer Board of Directors

Position	Name	Email
CALL OIC	Daniel Berreth	call.oic@albertalacrosserefs.ca
CDLA OIC	Branko Van den Wildenbergh	cdla.oic@albertalacrosserefs.ca
GELC OIC	Nathaniel Gillespie	gelc.oic@albertalacrosserefs.ca
RMLL OIC	David Westwood	rml.oic@albertalacrosserefs.ca
SALA OIC	Trent Olesen	sala.oic@albertalacrosserefs.ca
Wheatland OIC	Rod Pettigrew	wheatland.oic@albertalacrosserefs.ca
Field OIC	Marty Gaffney	field.oic@albertalacrosserefs.ca
Past President	Kevin Kohut	pastpresident@albertalacrosserefs.ca
Privacy Officer	Vacant	privacyofficer@albertalacrosserefs.ca

## 5.3 Assignors

Position	Name	Email	Levels Assigned
CALL Assignor	Nathan Hamilton	call.oic@albertalacrosserefs.ca	All Minor Levels
CALL Assignor	Vacant	call.assignor2@albertalacrosserefs.ca	All Minor Levels
CDLA Assignor	Logan Parsons	cdla.assignor@albertalacrosserefs.ca	All Minor Levels
GELC Assignor	Blake Petrushko	gelc.assignor@albertalacrosserefs.ca	All Minor Levels
GELC Assignor	Vacant	gelc.assignor2@albertalacrosserefs.ca	All Minor Levels
RMLL Assignor	Jack Sylven	rml.assignor@albertalacrosserefs.ca	All Major Levels
RMLL Assignor	Vacant	rml.assignor2@albertalacrosserefs.ca	All Major Levels
SALA Assignor	Daniel Fyfe	sala.assignor@albertalacrosserefs.ca	All Minor Levels
Wheatland Assignor	Carmen Zayac	wheatland.assignor@albertalacrosserefs.ca	All Minor Levels
Wheatland Assignor	Vacant	wheatland.assignor2@albertalacrosserefs.ca	All Minor Levels
Field Assignor	Marty Gaffney	field.oic@albertalacrosserefs.ca	All Levels

## 6. Game Fees

<b>BOX LACROSSE</b>			
<b>Level</b>	<b>Pay Rate</b>	<b>Scheduling Fee</b>	<b>Total</b>
<b>U-9</b>	\$25.00 x 2 (\$50.00)	\$6.00	\$56.00
<b>U-11</b>	\$27.50 x 2 (\$55.00)	\$6.00	\$61.00
<b>U-13</b>	\$35.00 x 2 (\$70.00)	\$6.00	\$76.00
<b>U-15</b>	\$41.50 x 2 (\$83.00)	\$6.00	\$89.00
<b>U-17</b>	\$49.00 x 2 (\$98.00)	\$6.00	\$104.00
<b>4 on 4</b>	\$20.00 x 2 (\$40.00)	\$6.00	\$46.00
<b>Junior Recreational</b>	\$57.00 x 2 (\$114.00)	\$6.00	\$120.00
<b>Jr Ladies</b>	\$90.00 x 2 (\$180.00)	\$6.00	\$186.00
<b>Jr B Tiers II</b>	\$90.00 x 2 (\$180.00)	\$6.00	\$186.00
<b>Jr B Tiers I Senior C</b>	\$90.00 x 2 (\$180.00)	\$6.00	\$186.00
<b>Junior A</b>	\$90.00 x 2 (\$180.00)	\$6.00	\$186.00
<b>Senior B</b>	\$90.00 x 2 (\$180.00)	\$6.00	\$186.00
<b>Senior Ladies</b>	\$90.00 x 2 (\$180.00)	\$6.00	\$186.00
<b>Masters</b>	\$45.00 x 2 (\$90.00)	\$6.00	\$96.00
<b>Standby Official</b>	<b>1/2 game fee as indicated</b>		
<b>Scheduling Fee</b>	\$6.00 per game		
<b>FIELD LACROSSE (Traditional 10 on 10)</b>			
<b>Level</b>	<b>Pay Rate</b>	<b>Scheduling Fee</b>	<b>Total</b>
<b>U-9</b>	\$21.00 x 2 (\$42.00)	\$6.00	\$48.00
<b>U-11</b>	\$21.00 x 2 (\$42.00)	\$6.00	\$48.00
<b>U-13</b>	\$23.00 x 2 (\$46.00)	\$6.00	\$52.00
<b>U-15</b>	\$26.00 x 2 (\$52.00)	\$6.00	\$58.00
<b>U-17</b>	\$32.00 x 2 (\$64.00)	\$6.00	\$70.00
<b>U-19</b>	\$39.00 x 2 (\$78.00)	\$6.00	\$84.00
<b>Senior</b>	\$52.00 x 2 (\$104.00)	\$6.00	\$110.00
<b>Standby Official</b>	<b>N/A</b>		
<b>Scheduling Fee</b>	\$6.00 per game		

- Officials working in any ALA sanctioned game, combine, or tournament will be provided the same game fee as above unless previously agreed upon by the ALRA Executive
- Officials working any league playoff medal game or ALA Provincial medal game are to be compensated at the regular season rate plus 10% per each official's rate per game. Any cancelled games will be subject to a lower assigning fee of \$6.00
- On occasion, the ALRA is requested to provide a standby (third) Official. The primary purpose of this Official is to stand in should one of the other Officials be injured. The standby Official is also responsible for monitoring the 30 second clock, the timekeeper and the scorekeeper. Should there be a request for a standby Official, this Official will be paid 1/2 of the respective per Official game fee. The request for the standby Official shall come in writing by the requesting team to the local Official-In-Charge not less than 48 hours prior to the start of the game. The ALRA shall, whenever possible, use local officials for the 'third Official' to avoid unnecessary cost to the LGB and Leagues.
- Official in Charge fees for tournaments will be an hourly fee bench marked to the U9 game fee rate. Mileage and per diem charges apply as per ALA Regulation 31.05.04.

## 7. Mileage

Mileage will be paid by the ALRA to Officials that utilize a personal/private vehicle to get to and from games where they are assigned as an on-floor Official (where applicable) under the following guidelines:

- Mileage will be paid to an Official who drives to his/her game at a rate of \$0.53/km when the round-trip distance (to and from the arena that the Official is assigned to) is greater than 50 km. When the round-trip distance is less than 50km, mileage will not be paid
- Mileage will need to be confirmed/entered by the Official after their game
- When the round-trip distance is over 450 km, the travel arrangements must be agreed to by the ALA or the LGB responsible for payment.

## 8. Travel Time

The ALRA encourages carpooling for all Officials. Where carpooling is employed, travel time will be paid under the following guidelines:

- Travel time is only paid to a passenger
- In situations where two (2) or more Officials travel together to officiate at the same venue, travel time will be paid to the Officials who are passengers at a rate of \$0.15/km when the round-trip distance (to and from the arena that the Official is assigned to) is greater than 50 km.

**When being paid mileage/travel time you must enter who drove in the adjustments section into Arbiter.**

**For any milage that you are claiming, you must enter the milage into arbiter on your own. If you are doing multiple games at the same facility, please enter the milage in arbiter and add it to your first game at the facility.**

**For a tutorial on inputting milage please click [here](#) to see.**

## 9. Per Diem

A per diem will apply to Officials that are away from home (travelling or Officiating). Officials travelling 200 km or more round trip will receive \$30.00. Overnight trips will be paid at a rate of \$70.00 per day.

## 10. Hotel Flights

If you require hotel/flights you must email the appropriate OIC and copy the ALRA President to communicate the travel needs. No Officials should book own hotels/flights without written permission from ALRA Executive.

## 11. Box Lacrosse – Rules of Play

Rules of play in Alberta shall be those of the LC Rule Book for the current season. To ensure uniformity, there will be no variation of the LC Rules and officials shall enforce the LC Rules with the following enhancements:

- Abuse by Fans (See ALA Regulation 22)
- Mouthguards (See ALA Regulation 14)

With the addition of the World Lacrosse Rule book now being used by Lacrosse Canada, please see the Age & Stage Appropriate Modifications that will be used this year in minor lacrosse. These can be found on the other resources tab on our website [www.alra.ca](http://www.alra.ca)

- U9 will be 3 - 12-minute run-time periods (clock stops for time-outs only); last 5 minutes of the 3rd period stop-time (clock stops for goals, penalties, and time-outs only) for more information on the age and stage appropriate modifications, please see the other resources page on our website. Or through this [link](#).
- U11 will be 3 - 15-minute run-time periods (clock stops for timeouts only); last 2 minutes of the 3rd period stop- time (clock stops for goals, penalties, and timeouts only) for more information on the age and stage appropriate modifications, please see the other resources page on our website or through this [link](#).
- U13 will be 3 - 15-minute run-time periods (clock stops for time-outs only); last 2 minutes of the 3rd period stop-time (clock stops for goals, penalties, and time-outs only) for more information on the age and stage appropriate modifications, please see the other resources page on our website or through this [link](#).
- U15 will be 3 - 15 minute stop-time periods (clock stops for goals, penalties, and time-outs only) for more information on the age and stage appropriate modifications, please see the other resources page on our website or through this [link](#).
- U17 will be 3 - 15-minute stop-time periods (clock stops for goals, penalties, and time-outs only) for more information on the age and stage appropriate modifications, please see the other resources page on our website or through this [link](#).

Division	Allotted Time	Warm-Up	Period 1	Period 2	Period 3	Period Break
<b>U-9</b>	1 hour	5	12	12	12	2
<b>U-11</b>	1 hour	5	15	15	15	2
<b>U-13</b>	1 hour	5	15	15	15	2
<b>U-15</b>	1.5 hours	5	15	15	15	2
<b>U-17</b>	1.5 hours	5	15	15	15	2
<b>Junior B</b>	2.5 hours	30	20	20	20	10
<b>Junior A</b>	3 hours	60	20	20	20	10
<b>Senior B</b>	2.5 hours	30	20	20	20	10
<b>Masters</b>	1.25 hours	5	15	15	15	2
<b>4 on 4</b>	1.25 hours	3	15	15	15	3

- In U11, U13, U15, and U17 lacrosse, if five (5) minutes before the scheduled end time of the game time slot for league games, there is more than five (5) minutes left on the clock, the clock shall be reset to two (2) minutes and play shall continue in stop time to the end of the game, for each of U11, U13, U15, and U17 box lacrosse. As required, a game may be called at this time if an injury is present and cannot be taken care of in a timely fashion.
- In U9, U11, U13, U15, and U17 lacrosse if a goal differential of six (6) or more goals is present at any time during the game, at the next whistle to start play, the clock will run at straight time. If the goal differential is brought within four (4) goals, the clock shall return to stop time at that time.
- During running time portions of the game, all time penalties shall run at their normal designated time (Minor – 2 minutes, Major – 5 minutes, Misconduct – 10 minutes, etc.)
- In minor box lacrosse there is no overtime in regular season or tournament or provincial round robin play. In minor box lacrosse, in all playoff, knockout, tournament medal or provincial medal round games, the following overtime format will be used in place of WL Rule 2.4 and the LC Age and Stage Modifications. If a game is tied at the end of regulation time, a single sudden victory period, the length as specified by the LC Age and Stage Modifications will be played.
- If less than two (2) full periods of any game have been completed, then, at the discretion of the Local Governing Body (Director of Development if no LGB is available), the game shall be considered incomplete, and the remainder of the game may be rescheduled for a suitable time.
- The standardized game length will be extended for the purpose of overtime subject to ALA Regulation 9.10.
- The RULES OF PLAY outlined above shall apply to all games sanctioned by the Alberta Lacrosse Association (e.g. exhibition, regular season, playoff, and provincial played games). The ALA retains the right to enhance rules of play for the safety and betterment of the Sport of Lacrosse in the Province of Alberta
- There will be **NO SHOT CLOCK** at U7 and U9.

For more information, please visit the ALA regulations found [here](#).

#### 11.1 Major Lacrosse Rules

- Major box lacrosse will be conducted according to the ALA and RMLL Rules, Regulations, and Policies.

### 12. Assigning Procedure

#### 12.1 Minor Lacrosse (CALL, CDLA, GELC, SALA, Wheatland)

Assignments will be completed through Arbiter, typically 2-3 weeks before the date of the game. Once assigned you must accept/decline the game within a 48-hour period. It is imperative Officials fully utilize the system as this is a direct reflection on the number of games you will receive in a season. Fines could be imposed on those Officials that continually turnback games at a rate of \$5.00 per turnback after two or more turn backs.

#### 12.2 Major Lacrosse (RMLL)

Assignments will be completed through Arbiter, typically 4-6 weeks before the date of the game. Once assigned you must accept/decline the game within a 48-hour period. Major lacrosse has a fine system in place for Officials declining/turnback of games.

- Decline - \$2.00 per game
- Turnback - \$5.00 per game

Fines will be automatically deducted from your Plooto payment every month. If an Official owes for fines at the beginning of the next year you will not be able to register until that has been completed. It is imperative Officials utilize the system to its fullest, as this is a direct reflection on the number of games you will receive in a season.

### 13. Game Day Procedure

All Officials must follow the game day procedure noted below. By doing so this greatly reduces the chances of Officials missing their assignments, or Officials being late for their assignments.

- Call/text your partner the night before your assigned game time(s) to confirm their ability to make the game(s). If you do not know your partner's mobile number, you can look it up in your game details in Arbiter. Confirm the arena location, game time, arrival time, and meeting location. A follow up text the next day prior to leaving for the game is also recommended.
- Go through your gear bag and ensure you have all your necessary equipment (helmet, jersey, pants, shoes, socks, string for repairing holes in nets and whistles).
- Leave with plenty time to ensure you arrive at the arena at least 30 minutes before game time (60 minutes for major games). Allow extra time for traffic if necessary.
- If you do not hear from your partner from your original call/text, contact your assignor. If you do not hear back from your assignor within 5 minutes, contact your OIC.
- If you have not heard back from your assignor or OIC informing you they have been in touch with your partner, or if they have found a replacement Official by the time you get to the arena, look for a qualified Official in the stands. You will need to confirm with your assignor or OIC that this person is qualified to officiate with you.
- **If after following the above procedure, we were unable to find a certified official to join you, or you were unable to find one at the arena, the game will be canceled.**

**Under no circumstances does an official referee a game alone!!!**

#### 14. Official Assigning System

The ALRA uses a single point of assigning to track all lacrosse games in Alberta. All games will be assigned through Arbiter, and no games are to be accepted other than through Arbiter. To see a tutorial on how to set up your account, please visit our website under assigning resources or click the link [here](#).

#### 15. How you are paid

The ALRA is continuing to use a payment system called Plooto. Plooto is more secure, timely and cost-effective than the EFT (Electronic Fund Transfers) used previously. Plooto operates as a "mass" e-transfer, and you will have the option to link your bank account directly (for most institutions) or manually enter your direct deposit information in order to receive your monthly payment. **You are no longer required to send your direct deposit information to the ALRA.**

- Funds will ideally be sent on or before the **15<sup>th</sup>** of every month for all games officiated the previous month. (i.e. June 15 for games officiated May 1-31)
- All officials will receive an email directly from Plooto with instructions to deposit your email money transfer. Your unique security question answer will be emailed to you beforehand by the VP Finance.
- You will receive all emails at the same address you use to sign into your Arbiter account, so ensure you have access to this account.
- **Your name in Arbiter must match the name of the bank account you choose to deposit your funds into.** If you plan to deposit the funds into a bank account in a different name (ie. a parent/guardian account, or legal name), you must email the VP Finance. For security reasons, your bank may deny the transfer if the correct depositor's name is not entered into Plooto beforehand.
- If you can access your email account and your name matches the bank, no further action is required.

You are responsible for the accuracy of your bank account information. If you enter the wrong account number which causes your deposit to fail, the ALRA will deduct a \$2.00 CAD fee charged to us by Plooto.

You are responsible for securing your email account and ensuring the name on the bank account matches the name in Arbiter.

## **16. Development Opportunities**

There are many different Development opportunities available to officials to better themselves. Officials interested should reach out to the LGB Official-In-Charge to discuss what avenue is best suited for them. Below are some of the current opportunities available to officials

- LGB Playoffs – earned through regular season assignments
- Minor Provincials – significant development/advancement
- Alberta Summer Games – U15A – prepares Officials for U17A and RMLL
- U15 Challenge – available off years to Alberta Summer Games
- Minor Nationals – prepares referees for RMLL
- Major Provincials – move officials up within the RMLL
- Major Nationals – referees to represent Alberta, and refine skills
- Worlds/Professional – Expected to take leadership in ALRA

## **17. Insurance**

Visit the ALA website for the Insurance Brochure

ALA – [www.albertalacrosse.com](http://www.albertalacrosse.com)