

**NOCP - OFFICIALS HANDBOOK
TO NATIONAL/INTERNATIONAL COMPETITIONS**

**NATIONAL
OFFICIALS
CERTIFICATION
PROGRAM**



**BOX LACROSSE
OFFICIALS GUIDE
TO
NATIONAL / INTERNATIONAL
COMPETITIONS**

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NOCP - OFFICIALS HANDBOOK

TO NATIONAL/INTERNATIONAL COMPETITIONS

INTRODUCTION:

The purpose of this handbook is to provide all officials an understanding of the NOCP and the Officials to Nationals Program. Candidates or would be candidates to officiate at Nationals should have a good understanding of the material presented in this document. Officials are expected to contact their own MA or AMA for the official application deadlines. All MA or AMAs are aware of the CLA Operations Policy and their responsibility to meet the requirements of the Officials to Nationals Program.

National Officiating Certification Program (NOCP) – is a comprehensive system of theoretical, technical and practical information used to train and certify officials.

1. CLA Operations Manual - 23.1 (NOCP)

23.1.1. The NOCP is a comprehensive system of theoretical, technical and practical information, which is intended to provide the basic ingredients to officiate Lacrosse in Canada.

23.1.2. The program is designed to educate and upgrade officials through instruction, observation and evaluation. The goals of the program are to:

23.1.2.1. recruit new officials;

23.1.2.2. develop the abilities of the existing officials;

23.1.2.3. standardize the methods and techniques of officiating;

23.1.2.4. offer recognition for achievements.

23.1.3. Under the auspices of the CLA, the NOCP operates to identify, develop and accredit Canadian officials for competitive and developmental programs up to National and International levels.

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2. CLA Operations Manual - 24.18 Officials to National Championships and Competitions

24.18.1. On-Floor or On-Field Officials

24.18.1.1. Each MA/AMA attending a National Championship has the right to nominate one (1) official to participate in that National Championship. Any MA/AMA sending more than one (1) team to the National Championship shall have the right to nominate one (1) additional official for each subsequent team. Any MA/AMA not attending a National Championship has the right to nominate one (1) official to participate in that National Championship. All nominations are subject to criteria as stated in this section of the manual. The travel costs of these selected official(s) are the responsibility of the nominating MA/AMA.

24.18.1.2. The MA's/AMA's can request in writing to send more than one official per participating team at their cost to a competition. The chair of officiating in consultation with the host MA/AMA will review that request.

24.18.1.3. The MAs or AMAs shall provide the CLA Officiating Sector Chairperson with a list of officials to work at the National Championships and Competitions by **July 15th**.

24.18.1.4. The identification of the number of officials required to work the championship is a function of the Chief Official in conjunction with the CLA Convenor and the Host Committee.

24.18.1.5. The travel costs of that Official are the responsibility of the Official's home MA or AMA. Each MA or AMA can apply to the CLA for reimbursement of the travel expenses for all referees as defined in this Section.

24.18.1.6. The Host Committee is responsible for the following expenses for Officials:

Item	Fees	Notes
Accommodation		1 room/2 Officials – see note below.
Per Diem		As per CLA Guidelines but excludes Minor Box.
Game Fee Sr. A - Box	\$310.00	\$125/Official + \$60/standby Official for each game.
Game Fee Sr. B - Box	\$250.00	\$100/Official + \$50/standby Official for each game.
Game Fee Jr. A - Box	\$250.00	\$100/Official + \$50/standby Official for each game.
Game Fee Jr. B - Box	\$200.00	\$80/Official + \$40/standby Official for each game.

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Note: If an official wishes to have single accommodations, stay at a location other than the option provided by the Host, or have spouse or spousal equivalent included, the Host shall make the arrangements. The official shall pay all costs and be reimbursed by the Host to half the room rate of the accommodation where the official would have stayed.

24.19. Officials Certification

24.19.1. For Mann Cup – Senior A

1. Level 5 (some possible exceptions)
2. NOCP certified in current year
3. Previous experience in a National Championship
4. Recommended by the MA/AMA Officials' Association (RDC in Ontario).
5. Recommendation approved by the MA/AMA where applicable.
6. The Chair will take the recommended officials to the NOCP Committee for ratification.

24.19.2. For Presidents' Cup – Senior B

1. Level 4 (some possible exceptions)
2. NOCP certified in current year
3. Previous experience in: A National Championship or Provincial Championship or CLA sanctioned Invitational Tournament.
4. Recommended by the MA/AMA Officials' Association (RDC in Ontario).
5. Recommendation approved by the MA/AMA.
6. The Chair will take the recommended officials to the NOCP Committee for ratification.

24.19.3. For Minto Cup – Junior A

1. Level 5 (some possible exceptions)
2. NOCP certified in current year
3. Previous experience in a National Championship
4. Recommended by the MA/AMA Officials' Association (RDC in Ontario).
5. Recommendation approved by the MA/AMA.
6. The Chair will take the recommended officials to the NOCP Committee for ratification.

24.19.4. For Founders' Cup – Junior B

1. Level 4 (some possible exceptions)
2. NOCP certified in current year
3. Recommended by the MA/AMA Officials' Association (RDC in Ontario).
4. Recommendation approved by the MA/AMA.
5. The Chair will take the recommended officials to the NOCP Committee for ratification.

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24.19.5. For Minor Nationals

1. Level 3 (some possible exceptions)
2. NOCP certified referee in the current year
3. Recommended by the MA/AMA Officials' Association (RDC in Ontario).
4. Recommendation approved by the MA/AMA.
5. The Chair will take the recommended officials to the Committee for ratification.

24.22. Banquet and Ceremonies

24.22.1. The Host Committee shall organize opening and closing ceremonies for all championships or competitions. The format and content of these ceremonies shall be up to the discretion of the Host in discussion with the CLA Convenor.

24.22.2. In Box Championships or Competitions the Host Committee is not obligated to have an awards banquet. However if official Championship awards are being presented, an awards event that all participants (teams, referees and officials) must attend has to be organized and scheduled. The host committee may have the option of charging a fee if costs are incurred and deemed reasonable by the CLA Head Office. This awards event cost will be added to each teams registration fee, due at the appropriate date.

24.25. Tie Breaking

24.25.1. In the event of a tie in point standings in a competition, final standings shall be determined as follows:

24.25.1.1. If two teams are tied, the winner of the game or games between the two teams advances. If a tie still exists, the goal average formula listed below will be used.

24.25.1.2. If three or more teams are tied, and if one team has defeated the other teams with which it is tied after round robin play, that team shall advance. Otherwise the team with the best goal average shall advance.

24.25.1.3. The goal average is calculated by dividing the total goals for, by the total goals for plus the total goals against. Only the goals scored in games between the tied teams is used in the goal average formula for tie breaking. The team with the greater resultant number shall advance.

GOALS FOR **GOALS FOR + GOALS AGAINST**

24.25.1.4. The formula is applied once to rank all tied teams.

24.25.1.5. In Box Lacrosse, if a ties still exists between teams, the winner of the game(s) between the two teams advances.

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24.26. Contingency Planning

24.26.1. The local Host Committee must have a medical emergency contingency plan in place. The purpose of the emergency plan is to ensure that injured athletes or other parties will receive professional care as soon as possible.

24.26.2. The Host MA or AMA must have liability insurance in place, which will cover all reasonable hazards pertaining to competition.

24.26.3. The Host Committee must ensure adequate and proper crowd control at all competitive sites throughout the competition.

24.27. Information Services

24.27.1. Prior to the championship or competition, the Host Committee must provide to the participating teams if known or the MAs or AMAs if team is unknown the information necessary to arrange accommodations; will provide directions to all game sites and accommodations.

24.27.3. A schedule of game times, transportation arrangements and ceremonies must be made available prior to the commencement of the championship or competition.

24.27.4. At the beginning of and during the championship or competition, the Host is responsible for providing information on the competition, including results and updates on game times and transportation.

24.28. Game Passes or Tickets

24.28.1. The Host Committee will provide Championship Game passes or tickets for the following approved groups:

24.28.1.1. Teams will be given a pass or ticket for each eligible player, three coaches, two managers, two trainers, one league commissioner and one MA/AMA representative.

24.28.1.2. Approved Officials or Umpires for the championship or competition will receive a pass or ticket.

24.28.3. Two Official or umpire evaluators.

24.28.4. Members of the discipline and appeals committee's shall receive two passes or tickets each.

24.28.5. The CLA Convenor, the CLA RIC and each attending CLA Executive, Director, Sector Chair, and CLA office staff will receive two passes or tickets. The Host Committee to confirm with the CLA Head Office the number of CLA passes or tickets required for each Championship or Competition.

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3. CLA Operations Manual - 23.7. Officials to International Competitions

23.7.1. Within Canada, certification at the international level may only be awarded by the Officiating Sector under the established guidelines for the appropriate Sector.

23.7.2. World Indoor (Box) Championships

23.7.2.1. The CLA Chair of Officiating, VP International Competition and the NOCP Committee shall appoint the officials for any International Championship/Competitions. All officials must have the following qualifications:

23.7.2.1.1. Must be able to obtain a Canadian passport

23.7.2.1.2. Previous experience officiating at comparable competition level

23.7.2.1.3. Registered in the NOCP Data Bank

23.7.2.1.4. Certified CLA referee in the current year

23.7.2.1.5. Meet FIL eligibility rules for officiating

23.7.2.1.6. Recommendations by the MA/AMA

23.7.2.1.6.1.1 In the event an MA/AMA does not have an RDC/Referees' Association for that jurisdiction, the RIC has the authority to recommend individuals.

23.7.2.1.7. Approved by the CLA RIC of that sector

23.7.2.1.8. Criminal record check

4. CLA Operations Manual - 12 Safety & Equipment

12.1. Safety Policy

12.1.1. The fundamental concepts of the safety policy are to establish a standard of care intended to reduce the risk of injury from contact which is inherent in and incidental to the sport and to identify the responsibilities of the various participants.

12.2. General

12.2.1. Player safety and the use of proper equipment is the responsibility of the following parties:

12.2.1.1. Players and parents of minor players are responsible for providing and maintaining proper equipment;

12.2.1.2. Coaches, trainers and team personnel are responsible for inspecting players' equipment and preventing the use of improper equipment;

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12.2.1.3. Game officials are responsible for player safety and proper use of equipment by enforcing the rules of the game;

12.2.2. All players are required to wear protective equipment as described in the rules of play adopted in accordance with the Equipment section of this manual or as otherwise modified within this Section.

12.2.3. Equipment shall be manufactured by a professional manufacturer, and shall not be altered in any way which will decrease the protection to the player, increase the risk of injury to an opponent or void the manufacturer's warranty.

12.2.4. Any equipment which violates this Section or the rules of play for the appropriate Sector will be removed from the game and, where required, appropriate penalties will be given.

12.2.5. Where an unaltered piece of equipment is used and it becomes dangerous to any player or other person participating in a game, the game officials shall report the occurrence to the CLA Head Office via the standard incident report form. The CLA General Manager will forward the report to the Chair of the Equipment Review Committee.

12.2.6. For Box Lacrosse and Men's Field Lacrosse, all players are required to wear a face mask as described above and a chinstrap properly fastened on both sides of the helmet.

12.3. Intra-Oral Mouth Guards

12.3.2. For Box Lacrosse it is mandatory that all minor aged players use an intra-oral mouthpiece. It is recommended for all players above minor to use an intra-oral mouthpiece.

12.4. Helmets

12.4.1. Lacrosse is a sport with intrinsic hazards and participation in the sport implies the acceptance of some risk of injury. When used as intended for lacrosse and in accordance with the manufacturer's fitting instructions, the use of the helmet certified under these standards is intended to reduce the frequency and severity of head injuries

12.4.2. For Box and Men's Field Lacrosse, all players are required to wear a helmet which must meet either of the following standards:

12.4.2.1 A National Organizing Committee for Safety in Athletic Equipment (NOCSAE) approved helmet and facial protector, approved as a complete unit, for lacrosse.

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12.4.2.2. A Canadian Standards Association (CSA) approved for Ice Hockey helmet with the appropriate CSA approved facemask for lacrosse.

12.4.2.3. A Canadian Standards Association (CSA) approved for Ice Hockey helmet with the appropriate CSA approved facemask for hockey with the following exceptions:

12.4.2.3.1. The facemask shall be designed to cover the wearer's entire face to the lower line of the jaw, and prevent the ball or the head of the stick from touching the face of the wearer.

12.4.2.3.2. The facemask must be finished so that it does not create a risk of injury to the wearer or another person when it is used as it is intended.

12.5. Gloves

12.5.1. In Box Lacrosse all players are required to wear protective gloves which meet the following guidelines:

12.5.1.1. Conform to the hand;

12.5.1.2. Have a cloth or leather covering;

12.5.1.3. All protective materials must be under the cloth, leather or similar covering with no additional attachments. All cosmetic materials, i.e. plastics, carbon, foam, etc. added to the leather and foam base of the glove to provide benefits of protection for the players must be smooth and free from sharp edges that could cause injuries. The gloves with these added features and benefits must stay within the guidelines of standard player's glove and goalie gloves.

12.5.1.4. Player's entire finger must be encased within the finger of the glove;

12.5.1.5. May be palmless.

12.5.1.6 The decision of the Equipment Committee on the approval or non approval of gloves will be at their discretion on the safety of such gloves.

12.6. Shoes

12.6.1. All players are required to wear suitable athletic shoes. No shoe will be permitted which includes cleats that are made of metal or with a metal tip. All other aesthetic materials not fully covered under the cloth, leather or similar covering shall be manufactured smooth or of a soft material with no sharp edges as to not cause injury to an opponent.

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12.7. Goaltenders

12.7.1. The equipment required for the goaltender must be constructed solely for the purpose of protection of the head or body.

12.7.2. In Box Lacrosse, in addition to helmet and facial protection, all goaltenders must wear a suitable throat protector and equipment which meets the following guidelines:

12.7.2.1. Gloves:

12.7.2.1.1. Conform to the shape of your hand which is round. No blocker style gloves allowed.

12.7.2.1.2. Have a cloth or leather covering.

12.7.2.1.3. All protective materials must be under the cloth, leather or similar covering with no additional attachments. All other aesthetic materials not fully covered under the cloth, leather or similar covering shall be manufactured smooth or of a soft material with no sharp edges as to not cause injury to an opponent;

12.7.2.1.4. Goaltender's entire finger must be encased within the finger of the glove

12.7.2.1.5. Cannot be altered in any way

12.7.2.1.6. Cannot exceed the following dimensions:

12.7.2.1.6.1. A maximum length of 15 inches measured from the tip of the middle finger to the top of the cuff.

12.7.2.1.6.2. A maximum width of 8 inches measured from any point.

12.7.2.2. Pants:

12.7.2.2.1. No internal or external padding is permitted on the pant leg or waist beyond that to provide protection. No outside ridges.

12.7.2.2.2. The maximum width (straight line) of the thigh pad across the front of the leg is set in the Official Rules of Box Lacrosse. If the groin and or hip pads extend beyond the front edge of the thigh pad, they are also to be included in this measurement. This measurement is to be taken while the goaltender is in an upright standing position. This measurement is to be made five inches (5") from the bottom of the pant.

12.7.2.3. Shin pads:

12.7.2.3.1. Shall not exceed the width as set in the Official Rules of Box Lacrosse from the base of the shin pad at the ankle to the base of the kneecap when the shin pad is on the leg of the goaltender.

12.7.2.3.2. Calf protector must follow the contour of the calf and ankle. No alterations or attachments are permitted.

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12.7.2.3.3. Knee pads must comply with manufacturing standards, may not be altered, and must conform to the body.

12.7.2.4. Arm and Chest Pad:

12.7.2.4.1. Shoulder cap protectors must follow the contour of the shoulder cap in a rounded manner without any pointed or squared projections or extensions beyond the shoulder.

12.7.2.4.2. The contoured padding must not exceed the maximum width outside the said goaltenders most outer bone point on each side as set in the Official Rules of Box Lacrosse.

12.7.2.4.3. The padding may not climb higher than the maximum as set in the Official Rules of Box Lacrosse above the plane of the said goaltenders shoulder.

12.7.2.5. Jerseys:

12.7.2.5.1. No inserts or additions are to be added to a standard goaltender cut jersey as produced by the manufacturer.

12.7.2.5.2. No “tying down” of the jersey is allowed at the wrists if it creates a tension across the jersey such that a “webbing effect” is created in the armpit area.

12.7.2.5.3. No other tie downs are allowed that create a “webbing effect”.

12.7.2.5.4. The length of a jersey is illegal if it covers any area between the goalies’ legs.

12.9. Other

12.9.1. Players may not wear any jewelry, such as, but not limited to earrings, necklaces, bracelets, watches or rings. Medical information bracelets are allowed but should be taped securely to the player.

5. CLA Operations Manual – 18 Box Sector

18.1. Rules of Play

18.1.1. All national championships and competitions under the jurisdiction of the Association shall be governed by the Rules of Box Lacrosse as issued by the Canadian Lacrosse Association.

18.1.2. For Masters Lacrosse, adjustments to the Rules of Box Lacrosse shall be listed in the Rules of Masters Box Lacrosse issued by the Canadian Lacrosse Association.

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18.1.3. The rules and regulations of the CLA shall be used by all MA's and AMA's although it is recognized that modifications to the rules and regulations may be used to serve a members' needs with the exception of player's equipment needs and the CLA safety regulations which must be adhered to.

18.1.4. Changes to rules of play must follow the procedure as outlined in Section 3 – of the CLA Operations Manual - Amendments to Rules of Play.

18.1.5. In all minor box lacrosse (midget & below) it is deemed un-ethical to use an offense / defense tactic while at even strength and any such action can result in suspensions. Offense/Defense is simply defined as ONE, or more players, playing only one end of the floor as a strategic tactic. Replacing the goaltender with another player is not considered a form of Offense/Defense. Special teams on face-offs are not considered a form of Offense/Defense.

18.1.6. It is the direct responsibility of all MA'S and AMA'S to advise all coaches that the practice of playing the offence/defence system when even strength is prohibited in Minor Lacrosse in accordance with current CLA operating policy and such action can result in suspensions.

6. CLA Operations Manual – 10 Substance Abuse

10.1. Position Statement

10.1.1. The CLA is unequivocally opposed, on ethical, medical, and legal grounds, to the practice of doping in sport and fully supports the position of Sport Canada and the Canadian Centre for Ethics in Sport (CCES) against the use of banned substances and methods.

10.1.2. The CLA endorses and adopts The Canadian Anti-Doping Program as developed and issued by the Canadian Centre for Ethics in Sport.

10.1.3. The purpose of this policy is to provide a consistent and effective response to the use of banned substances and practices in Canadian sport in order to deter those who might engage in the use of banned substances and practices and protect those who commit themselves to sport based on the principles of fair play.

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10.1.4. This policy sets out appropriate sanctions to be imposed on athletes, coaches and on others who use or condone the use of banned substances, or engage in or condone banned practices. The policy sets out procedures for determining violations, dealing with individuals and organizations found to have committed violations, handling hearings and appeals relating to doping control procedures and the determination of violations, and the sanction for violations.

10.2. Alcohol, Tobacco and Drug Policy

10.2.1.1. Alcohol

10.2.1.1. All players, team officials and volunteers must respect the laws regarding the consumption of alcohol in the jurisdiction of the event (either provincially or internationally). Underage drinking will not be tolerated.

10.2.1.2. Team officials, athletes, officials and volunteers are discouraged from consuming alcohol during a CLA sanctioned event or meeting. If alcohol is consumed during the event or the meeting, the individual must ensure that this consumption does not interfere with their ability to perform their duties.

10.2.1.3. No team official should consume alcohol with parents or athletes from the time of team selection through to competition. Team officials should not consume alcohol in the presence of underage players.

10.2.1.4. No team member, team officials or volunteer shall be intoxicated at any time between leaving home to travel to and returning home from a CLA event.

10.2.2. Tobacco

10.2.2.1. All players and team officials must respect the laws surrounding tobacco in the jurisdiction of the event (Provincial and International). The CLA discourages the use of tobacco.

10.2.2.2. Team officials and players should not use tobacco in the presence of underage players.

10.2.3. Drugs

10.2.3.1. The Association's position statement on substance abuse shall apply to all competitions domestically and internationally.

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10.2.3.2. All players and team officials must respect the laws surrounding drugs in the jurisdiction of the event (Canada and International). The stricter standard shall apply.

10.2.3.3. No athlete, official, coach or volunteer shall take either illegal or performance enhancing drugs. No team official or parent shall recommend or condone the use of illegal or performance enhancing drugs.

10.2.3.4. Any individual who has knowledge of the use of illegal or performance enhancing drugs must report the infraction immediately to team management or a CLA official.

10.2.4. Failure to follow the above guidelines could result in a Code of Conduct violation.

7. CLA Operations Manual - 24.14. Procedure for Application to Nationals - RIC

24.14. CLA Referee-in-Chief (RIC)

24.14.1. The RIC is responsible to and reports directly to the CLA Convenor. They serve as the technical resource for the CLA Convenor.

24.14.2. The RIC or UIC is a representative of the CLA at the competition. The RIC for National Championships or Competition is appointed by the VP Domestic Competitions, in consultation with the host MA or AMA and the Officiating Sector Chair.

24.14.3. The RIC appointment to be confirmed by Executive no later than April 1st

24.14.5. The RIC or UIC does not work as a game official in the Championship. Notwithstanding the above, should a situation arise which requires the RIC to participate as a game official; it can be approved by the CLA Convenor at the event.

24.14.6. Responsibilities include the following:

24.14.6.1. coordinate planning with the Host;

24.14.6.2. attend pre-competition meeting and respond to all questions and issues pertaining to officiating;

24.14.6.3. handle all communications between the participants and the officials;

24.14.6.4. receive and distribute payments to officials;

24.14.6.5. provide input to inquiries or discipline procedures as the representative of the officials under supervision;

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- 24.14.6.6. supervise the officials at the competition;
 - 24.14.6.7. recommend assignments to the CLA Convenor for all games of the competition.
 - 24.14.6.8. Complete an event report. See Appendix 25-13 for the required information to be included in the report.

- 24.14.7. The CLA is responsible for the following expenses:
 - 24.14.7.1. Transportation – as per the guidelines in the Finance section of the CLA Operations Manual.
 - 24.14.7.2. Per Diem – as per the guidelines in the Finance section of the CLA Operations Manual.
 - 24.14.7.3. Accommodation – as per the guidelines in the Finance section of the CLA Operations Manual.

24.14.8. Honorariums are paid as per the following schedule:

Box Competition	Responsibility	Fees	Notes
Mann Cup	CLA	\$500	To be paid upon submission of a report.
Minto Cup	CLA	\$500	To be paid upon submission of a report.
Presidents' Cup	CLA	\$500	To be paid upon submission of a report.
Founders' Cup	CLA	\$500	To be paid upon submission of a report.
Minor Nationals (4 separate events)	CLA	\$250 (per individual RIC)	To be paid upon submission of a report.

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8. NOTES: Procedure for Applications to Nationals - Official

1. If you are applying to attend Nationals as an **official**, the date of submission to the CLA is **July 15th**.
2. Obtain the application from CLA website, complete and send to your Officials Association. It is suggested that at least the 1st of June.
3. Ensure that you have been registered with the CLA National Databank by your association. If you are not registered, the CLA will not process your application
4. Contact your Provincial Referee-in-Chief, notify he/she of your application. Request for supervision to support your application as you will be required to provide three supervisions.
5. If supported by your provincial officiating body, ensure that your application to sent to the Chair of Officiating for the CLA through your MA. It must come through your MA.
6. Once reviewed by the NOCP and the Chair of National Competitions, you will be notified by the Chair of Officials of the status of your application along with contact information for the RIC of that particular event.
7. The RIC of that event with contact you with all of the necessary information of the accommodations, site and obtain your arrival information.
8. It should be noted that you will be expected to sign the CLA Code of Conduct form upon arrival.
9. Upon completion of the event, you are expected to complete your Officials Evaluation of that event and forward to the Chair of Officiating within 15 days. All replies are kept "confidential".

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APPENDICES

**NOTE OFFICIAL COPIES OF THE FOLLOWING
DOCUMENTS MAY BE FOUND ON
THE CLA WEBSITE**

- 1) Officials Questionnaire**
- 2) CLA Official Evaluation Form - Referee Evaluation Criteria**
- 3) CLA National Championship Officials Application Form**
- 4) Special Incident Report**
- 5) Code of Conduct Agreement - Acknowledgment of Risk & Release of Liability**
- 6) CLA Penalty Options Chart**
- 7) RIC Final Report Form**

**Canadian Lacrosse Association
Officials Questionnaire
National Championships/Tournament**

Note: The contents of this document are for the use of the Chair of Officials of the Canadian Lacrosse Association for the purposes of reporting and improving our National Championships. Your cooperation is greatly appreciated in the completion of this questionnaire. The contents of this report will not be revealed without the expressed approval of the writer.

Name: _____

Event/Location: _____

1. When did you receive notification that you were officiating this national championship?

2. Who arranged your transportation to the host site?

3. Was there anyone at the host site to meet you when you arrived?

4. On a scale of 1-10, how would you rate the hosts treatment of you as their guest?

1 2 3 4 5 6 7 8 9 10

5. Was there transportation to and from game sites and was it adequate?

6. Were there any social activities planned for the officials?

7. What type of accommodations did you have? (Hotel, B&B etc)

8. Did you find the accommodations adequate in relation to the distance to the game sites?

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*Canadian Lacrosse Association
Officials Questionnaire
National Championships/Tournament*

9. Were there any other amenities near your accommodations? ie: shopping, touring etc

10. Were you provided maps and/or directions of the area to facilitate your getting around?

11. Did the host organization provide an escort for your stay?

12. Was there a hospitality room for officials? (at the arena or accommodation site)

13. Were the arena(s) and dressing room facilities at the game site poor, good, excellent?
Explain your reply.

14. Did you incur any problems regarding the playing site(s) and were they resolved?

15. How was your personal game schedule?

16. Were you a Standby Official and did you receive a copy of the Duties of the Standby
Official? Yes No (circle)
Comments: _____

17. Was there and did you attend the pre-tournament meeting?

18. How were you treated by the RIC

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*Canadian Lacrosse Association
Officials Questionnaire
National Championships/Tournament*

19. Did you receive a written evaluation by the RIC during the tournament?

20. What is your opinion of the RIC's performance during the tournament?

21. Would you recommend the RIC work another national championship?

22. How were you treated by your fellow officials?

23. What was your overall evaluation of the tournament?

24. Who do you think were the best officials of the tournament? (in order excluding yourself)
- | | |
|----|----|
| 1. | 2. |
| 3. | 4. |
| 5. | 6. |
| 7. | 8. |
25. Would you consider officiating at another National Championship if chosen?

26. Do you have any further comments on the Tournament?

Please forward to Stewart D. Begg, CLA Chair of Officiating, 9616 82 St., Fort Saskatchewan, Alberta, T8L 3J2 **within 15 days after event.**

(2003/11)

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Final Score: _____

CLA OFFICIALS EVALUATION FORM

Official's Name: _____ **Date:** _____
Division/League: _____ **Location:** _____
Home Team: _____ **Visiting Team:** _____

TYPE OF GAME: **DIFFICULT** **ROUTINE** **EASY**
Benchmark Score indicated in (brackets)

PERSONAL CHARACTERISTICS		COMMENTS
1. APPEARANCE & PRESENCE	/10(7)	
2. COMPOSURE	/10(7)	
3. CONSISTENCY	/10(7)	
4. ATTITUDE	/10(8)	
5. RAPPORT & COMMUNICATION	/10(7)	
OFFICIAL'S COMPETENCE		
6. PRE/POST-GAME DUTIES	/10(8)	
7. MECHANICS	/10(7)	
8. POSITIONING	/10(7)	
9. CREASES	/10(7)	
10. PENALTIES	/10(7)	
11. FACEOFFS	/10(7)	
12. SIGNALS	/10(7)	
13. TEAMWORK	/10(7)	
14. PROCEDURES	/10(7)	

Total Score /140 (Benchmark is 100)

Additional Comments: _____

Recommendation:	
Evaluator's Name	Contact Number:
Evaluator's Signature:	Official's Signature

Copies to: 1) Evaluator 2) Referee-In-Chief 3) Referee

Note: Evaluation information may be shared with home MA.

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Referee's Evaluation Criteria

Benchmark Scores: are provided as a reference to indicate the level of expected performance for officials at this level. Scores below this mark indicate areas for improvement. Scores above this mark show that the official has exceeded expectations at this level. A total score significantly above or below the benchmark may indicate that the level at which the referee is working may have to be reevaluated.

1. Appearance and Presence: (Benchmark Score 7/10)

This score reflects the dress and demeanor of the official. Does this official look the part and carry his or her self in a respectful and professional manner? A score below the mark here is cause for concern.

2. Composure: (Benchmark Score 7/10)

How does the official react toward stressful or challenging situations within the game? Give a score of 7 if there has been little or no pressure in the game. If an official has taken an easy game and made it difficult, then mark down accordingly. A 5 indicates the official had a tough game. 4 or below would indicate that the official is above their head at this level. 8 or above indicates that there was pressure and that the official responded well. This characteristic is a good measure of an official's overall confidence in his or her abilities.

3. Consistency: (Benchmark Score 7/10)

Based on use and knowledge of rules, score is adjusted to reflect whether or not there was consistency of calls throughout the game. Is penalty selection consistent and fair for both teams based on play? Are penalties called as necessary in all stages of the game? A score of 7 indicates calls were accurately and consistently made to the standard expected. A score of 6 or below indicates penalties were missed and/or inconsistent application of the rules. A score of 8 or above indicates consistent and fair application of the rules at a level above that which is expected.

4. Attitude: (Benchmark Score 8/10)

Does the referee conduct his or herself professionally? Are they courteous and polite with the game's participants and their partner? Are they open to polite communication? Do they work and communicate well with their partner? A score of 8 or above indicates a courteous and professional attitude was displayed throughout the game. A score of 7 or below indicates the referee encountered some difficulty in the game and may not have reacted well.

5. Rapport and Communication: (Benchmark Score 7/10)

In this area we are rating interaction with coaches, players, and within the officiating crew. Is there too much or not enough conversation? Does the official try to officiate by just talking? Do the coaches display respect for the officials? A 7 is the benchmark and you would score up or down from there. Below a 6 indicates that immediate attention is necessary. 8 or above indicates effective communication that had a positive effect on the game.

6. Pre-Game/Post-Game Duties: (Combined Benchmark Score 8/10)

Pre-Game: (Benchmark Score 4/5)

Did the official arrive on time? Did they have a pre-game discussion with their partner? Was the floor inspected, nets, doors and boards? Was the score sheet inspected? Did the referees introduce themselves to the teams and conduct an equipment inspection?

Post Game: (Benchmark Score 4/5)

Do the officials watch the teams during their hand shake? Is the game sheet handled correctly and marked with the correct notations? Are (incident) reports written when necessary and if so are they completed correctly?

7. Mechanics: (Benchmark Score 7/10)

This category assesses the official's technical proficiency in a number of areas. Is the official stationary when out on the floor or do they maintain movement? Movement can help maintain alertness. Do the officials keep the game moving and run penalties off? Do they hustle to face-offs? Do they remain alert and show an interest throughout the game? Do they carry and extra game ball in their pocket?

8. Positioning: (Benchmark Score 7/10)

The benchmark score is 7. A score of 7 indicates that the official has a good grasp of the positioning guidelines, 8 or above shows that the official is consistently in good position and uses positioning to his or her advantage. A score of 7 or 6 indicates the official needs work in this area. A score of 5 or below is cause for concern, and indicates the official is out of place at this level of lacrosse and needs further instruction and coaching. Things to watch for include lead official positioning, movement with the play up the floor, and position as trail official.

9. Creases: (Benchmark Score 7/10)

Does the official's positioning allow him or her to observe the crease? Are the rules governing crease play properly enforced? 5 second count? Is the official watching for late hits after shots on goal? 7 is the benchmark, a score of 8 or above indicates a strong presence on the crease and a correct application of the rules. 6 or below indicates errors were made or other deficiencies were present and further instruction and/or study is required.

10. Penalties: (Benchmark Score 7/10)

This category encompasses penalty selection and rule application. Does the official make the necessary calls to keep the game fair and safe, while also allowing the teams to play with as little interruption as is necessary? Are the rules applied in the correct manner? Are penalty decisions made swiftly and decisively or does the official hesitate? Has the official missed infractions? 7 is the benchmark and indicates a routine game without challenges and/or the referee performed to the expected level. A score of 8 or above indicates the referee made all the necessary calls and reacted well to pressures within the game. 6 or below indicates calls were missed and/or other deficiencies were observed.

11. Face-offs: (Benchmark Score 7/10)

The scoring for face-offs includes quickness and asks the following questions: Does the official show courage, offer consistent support for their partner, and does the official demonstrate a strong and consistent standard regarding a legal vs. illegal draw as set out by the CLA guidelines? Are the officials lining up correctly? A score of 8 or above indicates fair, well timed and consistent face-offs, 7 meets minimum expectations, 6 needs improvement, 5 or below indicates significant problems with face off procedures.

12. Signals: (Benchmark Score 7/10)

Signals should be clear and crisp. Referees are required to signal penalties twice, once when calling the penalty and a second time when reporting it. A score of 8 or above indicates strong and well timed signals that inform all participants of the official's actions, 7 indicates a minimum but acceptable standard has been reached, and 6 or below indicates deficiencies that are in need of correction.

13. Teamwork: (Benchmark Score 7/10)

This score indicates how well do the officials work together as a team. Do the officials take the floor as a team at the start of each period? Do they communicate well to each other and work together to cover the floor? Do they support each other's positioning and step up into the play if their partner gets caught? Is their penalty selection consistent with each other's calls? Do they overcall one another? Is one referee making all the calls? The answers to these sample questions will indicate their overall score in this category. As before, the benchmark is 7; scores above this mark indicate strong teamwork, scores below indicate deficiencies that require corrective action.

14. Procedures: (Benchmark Score 7/10)

This score reflects the officials' proficiency in several areas including: Breaking up fights, multiple penalty application, set up after penalties and goals, are the score sheet, minor bench officials and clocks handled properly? Are any specific member association and/or special tournament requirements fulfilled? The benchmark here is 7 and scores are adjusted up or down to reflect the official's success in this category.

Note: Evaluation information may be shared with home MA.

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Date

CLA National Championship Officials Application Form

<input type="checkbox"/> Mann Cup - Box Lacrosse Sr. A	<input type="checkbox"/> Minto Cup - Box Lacrosse Jr. A	<input type="checkbox"/> President's Cup - Box Lacrosse Sr. B
<input type="checkbox"/> Founder's Cup - Box Lacrosse Jr. B	<input type="checkbox"/> Commissioner's Trophy - Box Lacrosse Bantam	<input type="checkbox"/> EG Dopp Trophy - Box Lacrosse PeeWee
<input type="checkbox"/> Ross Cup/Victory Trophy - Sr. Men's Field	<input type="checkbox"/> First Nations Trophy - U19 Men's Field	<input type="checkbox"/> Alumni Cup (Invitational) - U16 Men's Field

Personal Information

Name	Member Association		
Address	City	Prov.	Postal Code
Telephone (Res.)	Telephone (Other)	Fax	
E-mail @	Date of Birth		

Other Information

Years of experience as a Lacrosse official	Years		
Attended a current certification clinic	Year	Level	Mark
Two recent assessments	Please attach forms		
What has this official done for his/her referee association? Up to 3 achievements.			
What has this official done for his/her Member Association (MA)			
What has this official done for Minor, Junior, Senior Lacrosse			
Has this official attended a national event in the past five years and if so when?			
Other experience as an official in other sports and Leagues.			

Applicant Signature

Approved by

Signature	Title	Name
-----------	-------	------

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**CANADIAN LACROSSE OFFICIAL REFEREE
SPECIAL INCIDENT REPORT**

PENALTY ASSESSED TO _____ OF _____
(PLAYER) (TEAM)

BY _____ (REFEREE'S NAME) _____ (OTHER REFEREE)

LEVEL _____ Date of Game _____ / _____ / _____
(Minor/Jr.B/Jr.A/Sr.B/Sr.A) (DAY) (MONTH) (YEAR)

(VISITING TEAM) (HOME TEAM)

SENIOR REFEREE _____ REFEREE _____

TIME OF INCIDENT _____ : _____ IN THE _____ PERIOD

SCORE AT TIME OF INCIDENT: VISITING TEAM _____ HOME TEAM _____

Describe in detail the events leading up to and including the incident. (Use a diagram and mail if necessary)

PENALTY ASSESSED _____ / _____
(RULE#) (RULE)

VERBAL REPORT MADE TO _____ DATE _____ / _____ / _____
(DAY) (MONTH) (YEAR)

SIGNED _____ DATE _____ / _____ / _____
(DAY) (MONTH) (YEAR)

Send copies to: 1. CLA Lacrosse office
2. Referee-in-Chief
3. Personal copy

info@Lacrosse.ca
@ emailaddress.***
your@emailaddress.***

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Code of Conduct Agreement

By signing the **ACKNOWLEDGEMENT OF RISK AND RELEASE OF LIABILITY** form, I am also indicating that I have read and understand of the following code of conduct for this Championship.

CODE OF CONDUCT

This code for conduct identifies the standard of behaviour, which is expected of all CLA members and participants, which for the purpose of this policy shall include all players, guardians, parents, coaches, officials, volunteers, directors, officers, committee members, convenors, team managers, trainers, administrators and employees involved in CLA activities and events.

CLA is committed to providing an environment in which all individuals are treated with respect. Members and participants of the CLA shall conduct themselves at all times in a manner consistent with the values of the CLA, which include fairness, integrity and mutual respect.

During the course of all CLA activities and events, members shall avoid behaviour, which brings the CLA or the sport of lacrosse into disrepute, including but not limited to abusive use of alcohol, use of non-medical drugs and use of alcohol by minors.

CLA members and participants shall at all times adhere to the CLA's operational policies, to rules and regulations governing CLA events and activities, and to rules and regulations governing any competitions in which the member participates on behalf of the CLA.

Members and participants of the CLA shall not engage in any activity or behaviour which interferes with a competition or with any player or team's preparation for a competition, or which endangers the safety of others.

Members of the CLA shall refrain from comments or behaviours, which are disrespectful, offensive, abusive, racist or sexist. In particular, behaviour, which constitutes harassment or abuse, will not be tolerated, and will be dealt with under the CLA's Harassment policy.

Failure to comply with this Code of conduct may result in disciplinary action in accordance with the Discipline Policy of the CLA. Such action may result in the member losing the privileges, which come with membership in the CLA, including the opportunity to participate in CLA activities and events, both present and future.

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APPENDIX 25-8

ACKNOWLEDGEMENT OF RISK AND RELEASE OF LIABILITY

For Participants over the Age of Majority in the Province or Territory in which the Athletic Activities are provided by the Organization

WARNING: THIS AGREEMENT WILL AFFECT YOUR LEGAL RIGHTS, READ IT CAREFULLY!

Every Person **MUST** Read and Understand this Waiver before Participating in Athletic Activities

The following waiver of all claims, release from all liability, assumption of all risks and other terms of this agreement are entered into by me (the "Participant") with and for the benefit of Canadian Lacrosse Association, its directors, officers, employees, volunteers, coaches, officials, business operators, agents and site property owners or Occupiers (the "Organization"). "Occupiers" is defined in accordance with the definition of Occupiers contained in the Occupiers Liability legislation applicable to the Province or Territory in which the Athletic Activities are provided by the Organization.

Please initial each item below after Reading and Understanding each item:

1. "Athletic Activities" includes but is not limited to contact and non-contact sports, fitness activities, personal training instruction and activities, use of facilities, and fitness programs and services provided to the Participant by the Organization.
2. I am aware that there are inherent and significant risks ("Risks") associated with the participation in Athletic Activities. I am aware the those Risks include but are not limited to the potential for serious personal injury caused by any event or any condition of the facility or equipment where Athletic Activities are provided by the Organization, and health risks such as transient light-headedness, fainting, abnormal blood pressure, chest discomfort, muscle cramps or soreness, and nausea. I understand the Risks are relative to my own state of fitness and health (physical, mental and emotional), and to the awareness, care and skill with which I conduct myself while participating in Athletic Activities.
3. I freely accept and fully assume all responsibility for all Risks and possibilities of personal injury, death, property damage or loss resulting from my participation in Athletic Activities. I agree that although the Organization has taken steps to reduce the Risks and increase safety of the Athletic Activities, it is not possible for the Organization to make the Athletic Activities completely safe. I accept these Risks and agree to the terms of this waiver even if the Organization is found to be negligent or in breach of any duty of care or any obligation to me in my participation in Athletic Activities.
4. I acknowledge my obligation to immediately inform the nearest employee or others of the Organization if I feel any pain, discomfort, fatigue or other symptoms that I may suffer during and immediately after my participation in Athletic Activities. I understand I may stop participation at any time, and I may be requested to stop by an employee or others of the Organization who observes any symptoms of distress or abnormal response.
5. I confirm that I have reached the age of majority in the province or territory in which I am participating in Athletic Activities.
6. In addition to consideration given to the Organization for my participation in Athletic Activities, I and my heirs, next of kin, executors, administrators and assigns (collectively my "Legal Representatives"), agree:
 - a. to waive all claims that I have or may have in the future against the Organization;
 - b. to release and forever discharge the Organization from all liability for all personal injury, death, property damage, or loss resulting from my participation in the Fitness Activities due to any cause, including but not limited to negligence (failure to use such care as a reasonably prudent and careful person would use under similar circumstances), breach of any duty imposed by law, breach of contract or mistake or error of judgment of the Organization; and
 - c. to be liable for and to hold harmless and indemnify the Organization from all actions, proceedings, claims, damages, costs demands including court costs and costs on a solicitor and own client basis, and liabilities of whatsoever nature or kind arising out of or in any way connected with my participation in Athletic Activities.
7. I agree that this waiver and all terms contained within are governed exclusively by the laws of the Province or Territory of Canada in which the Athletics Activities are provided to me by the Organization. I hereby irrevocably submit to the exclusive jurisdiction of the courts of that Province or Territory. Any litigation to enforce this waiver must be instituted in the Province or Territory in which the Athletic Activities are provided by the Organization.
8. I confirm that I have had sufficient time to read and understand each term in this waiver in its entirety, and have agreed to the terms freely and voluntarily. I understand that this waiver is binding on myself and my Legal Representatives.

Please initial the box after reading and understanding the above statements and conditions.

Please Print Clearly

Participant Name	Participant Address	Participant Signature
Organization Witness Name	Organization Witness Signature	
Signed this day of		, 20

*** I (participant) also agree to abide by the CLA Code of Conduct included on the reverse of this form**

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Canadian Lacrosse Association Penalty Option Chart								
Rule#	Rule	Minor	Major	10 min.	Gm. Mis.	Match	P.Shot	A.Goal
6	The Lacrosse Stick	yes						
11	Headwear	yes			yes			
12	Goalkeepers equipment	yes			yes			
13	Player's Equipment	yes		yes	yes			
14	The Teams	yes						
15	Captain of Team			yes				
17	Non-playing Personnel	yes						
28	Abuse of Officials	yes		yes	yes	yes		
30	Attempt to Injure: Rules 33,35,37,38,57,65,72b				** yes	yes		
33	Boarding		yes		** yes	yes		
34	Broken Stick/Without Stick	yes		yes				
35	Butt-Ending		yes		*yes	yes		
36	Change of Players/Too Many Men	yes					yes	
37	Charging	yes	yes		** yes	yes		
38	Checking From Behind	yes x 2	yes		yes / **yes	yes		
39	Crease Play(play restarts in crease)	yes	yes					
40	Cross-Checking	yes	yes		** yes			
41	Delaying the Game	yes		yes			yes	
42	Elbowing	yes	yes		** yes			
44	Falling on the Ball	yes					yes	
45	Fighting		yes		yes / **yes			
46	Free Hand	yes						
49	Handling the Ball with Hands	yes					yes	yes
50	High Sticking	yes	yes		** yes			
51	Holding	yes			** yes			
52	Hooking	yes	yes		** yes			
55	Interference	yes			** yes			yes
57	Kicking a Player		yes		yes / **yes	yes		
59	Kneeing	yes	yes		** yes			
60	Leaving the Player's/Penalty Bench	yes			yes / **yes		yes	yes
62	Molesting Officials					yes		
63	Refusing to Start Play	yes						
64	Slashing	yes	yes		** yes	yes		
65	Spearing		yes		yes / **yes	yes		
67	Third Man in Altercation				yes / **yes			
69	Throwing stick	yes	yes	yes	** yes		yes	yes
71	Tripping	yes			** yes		yes	yes
72	Unnecessary Roughness	yes	yes		** yes			
73	Wrap Around	yes			** yes			
** In the exchange area, any penalty under this rule shall also be assessed a game misconduct penalty.								
*special situations note in minor Lacrosse only.								
Review: Checking and interference outside the 24'dotted line. Review Cross-Checking in Rule Book								
Stick measurements :40"-46" for the length (pee wee34"), 4 1/2"-8" inside measurement.								
Review: Restarting of play after penalties have been assessed.No gain in territory advantage.								
Rule39 Crease Play restarts in the crease,player may cut through crease to catch player outside 24'line								
Referees are in full control of all off floor Officials and their control extends into the stands.								
Overtime : Member Associations fill in your overtime procedure here.								
Overtime CLA: 2-minute rest 10-minute period, still tied, 10-minute rest,20-minute sudden victory period								

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Year

(National Championship)

Referee-in Chief Report

Submitted by: _____

(Name of RIC)



(Location of Championship – City, Province)

(Date duration of Event)

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REQUIRED CONTENTS:

1. List of attending NOCP Officials
2. Games and allocated officials
3. Arena Locations & Conditions
4. Referee Evaluations
5. Game Incident Reports and other situations:
6. Overview Assessment by Referee-in-Chief
7. Recommendations
8. Appendices:
 - A - Team Feedback form**
 - B – Completed goalie pad waiver for measurements**
 - C – Referee Evaluations**
 - D – Game Incident Reports (Xerox copy)**

NOCP - OFFICIALS HANDBOOK
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1. List of attending NOCP Officials

Name	Address	Contact Info	E Mail
<i>Referee-in-Chief</i>			

NOCP - OFFICIALS HANDBOOK
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2. Games and allocated officials

Game #	Time	Home	Score	Away	Score	Referees & Stand-by
DATE: _____						
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
DATE: _____						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
DATE: _____						
21						
22						
23						
24						
25						
DATE: _____						
26						
27						
28						
29						

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3. Arena Locations & Conditions

NAME: _____

LOCATION: _____

ARENA CONDITIONS: GENERAL DESCRIPTION

4. Referee Evaluations: (Meeting: Review of criteria and National Evaluation Form)

Copies of all evaluations forms are to be Appended to the Back of this Report:

Game #	Time	Referee 1	Referee 2	Stand-by	Evaluator

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5. Game Incident Reports and other situations:

Copies of all incident report forms are to be Appended to the Back of this Report:

INCIDENT REPORTS:

Game #	Time	Referee 1	Referee 2	Infraction Description

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Other Situations:

<i>Game #</i>	<i>Time</i>	<i>Referee 1</i>	<i>Referee 2</i>	<i>Infraction Description</i>

6. Overview Assessment by Referee-in-Chief

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7. Recommendations

Situation #1

OBSERVATION:

Recommendation:

Situation #2

OBSERVATION:

Recommendation:

Situation #3

OBSERVATION:

Recommendation:

Situation #4

OBSERVATION:

Recommendation:

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Appendix A: Copies of all Team Reports are to be appended to Final Report

Team Report

Game # _____ **Team Name** _____

Official: _____ **Official** _____

Period	Comments
<i>First</i>	
Second	
Third	
OT	

Please rate the officials on their: (low 1 – 5 high)

Communication with Coaches **1 2 3 4 5**

Communication with Players **1 2 3 4 5**

Overall rating **1 2 3 4 5**

Additional Comments _____

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Appendix B – oversize goalie measurements

See scanned or attached image of form

Appendix C – Evaluation Forms

Appendix D – Incident Reports & other situations

(Note: The completed document can be expanded within each section as required.)