



**RINGETTE | RINGUETTE**  
**CANADA**

# **NOC ADMINISTRATORS**

## **OPERATIONS MANUAL**

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# THIS MANUAL

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This manual is intended for NOCP administrators, whether at Ringette Canada, Provincial Sport Organizations, Local Associations, or Leagues. It documents the administrative processes involved in managing:

- Learning pathways, including requirements for seminars (clinics)
- Certification upgrades, maintenance, and downgrades
- Accelerated development of high-potential candidates
- Reboarding ex-officials after missed recertification

The NOCP applies to On-ice Officials, Evaluators, Instructor Facilitators, Shot Clock Officials, and Timekeeping or Scorekeeping Officials.

# ON-ICE OFFICIAL ADMINISTRATION

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## **BRIDGING CLINICS FOR ON-ICE OFFICIALS**

The learning material documented in this manual is in development. Pending its completion and roll-out, Ringette Canada has developed bridging clinics that deliver updated learning consistent with the new LTOD matrix. These clinics are longer (8 hours) and must be delivered face-to-face (in person or online).

The bridging clinics are only intended for upgrades and are not to be used for refreshing. Certification refreshing will only require training in rule change years until the new learning pathways rollout.

## LEVEL 2 UPGRADE CLINIC (PROVINCIAL DELIVERY)

	Seminar
<b>Instructor/Facilitator</b>	Instructor/Facilitator Certification who has completed On-Ice Officiating Level 2/3
<b>Hours</b>	8
<b>Resources</b>	Conference room or Video conference
<b>Available for Delivery</b>	2025
<b>Expiration Target</b>	2026

## LEVEL 3 UPGRADE CLINIC (PROVINCIAL DELIVERY)

	Seminar
<b>Instructor/Facilitator</b>	Instructor/Facilitator Certification who has completed On-Ice Officiating Level 2/3
<b>Hours</b>	8
<b>Resources</b>	Conference room or Video conference
<b>Available for Delivery</b>	2025
<b>Expiration Target</b>	2026

## LEVEL 4 UPGRADE CLINIC (RINGETTE CANADA DELIVERY)

	Seminar	
Instructor/Facilitator	Instructor/Facilitator Certification who has completed On-Ice Officiating Level 2/3	
Hours	16	
Resources	Conference room or Video conference	
Available for Delivery	2026	
Expiration Target	2028	

## NAVIGATING THE ON-ICE OFFICIAL NOCP PATHWAYS

The NOCP training model of “clinics” has changed to “Pathways.” Pathways consist of multiple training modes that combine to ensure we teach the fundamental skills documented in the LTOD matrix at each Level.

The Pathways may consist of:

- ◆ Self-directed eLearning
- ◆ Manual documentation
- ◆ Testing
- ◆ Face-to-face seminars (in person or online)
- ◆ Practical training

Movement through the Pathways is not limited by certification level (i.e. Ranks). Officials have the opportunity to pursue higher-level training and improve their game performance, regardless of whether that performance improvement consolidates into a Rank upgrade.

There are six Pathways in the On-ice Official pillar.



## REFRESH & MAINTENANCE CYCLES

### Rule Change Years

In rule change years, officials must complete rule change and professional development learning regardless of their position in the pathways or current rank (including Retirement Ranks).

Rule Change and Professional development learning may include:

- ◆ eLearning delivered by Ringette Canada
- ◆ Face-to-face seminar delivered by Provinces

### Non-Rule Change Years

In non-rule change years, officials are expected to either:

1. Upgrade via their next pathway seminar (if they meet the pre-requisites - i.e. complete the eLearning)
2. Refresh by repeating their current pathway seminar

## INTRODUCTION TO OFFICIATING (PATHWAY 0)

**Pre-requisite:** None  
**Old model equivalent:** Level 1 Clinic

Introduction to officiating is the onboarding pathway for new officials. Officials learn enough to begin their careers but not quite enough to perform as Level 1 officials.

Introduction to officiating consists of:

- ◆ Rule Fundamentals eLearning (video-based)
- ◆ Welcome & Orientation documentation
- ◆ Face-to-face seminar (ideally in person)
- ◆ Introduction to Officiating Test
- ◆ On-ice practical session
- ◆ 3 supported practice hours

Ringette Canada delivers the Rule Fundamentals eLearning and Welcome & Orientation documentation electronically through registration. The introduction to officiating test is completed through Ringette Canada's online service following the face-to-face seminar. Provinces must deliver the face-to-face seminar, on-ice practical session, and three supported practice hours **every season**.

## Delivery Requirements

	Seminar	On-ice Practical	Practice Hours
Instructor/Facilitator	Instructor/Facilitator Certification	Instructor/Facilitator Certification	Any Level 2 or higher official. Ideally a Level 1 Evaluator
Hours	3.5	Standard ice booking	3
Resources	<ul style="list-style-type: none"> <li>• Conference room or Video conference</li> <li>• Crests</li> <li>• Rulebooks</li> </ul>	<ul style="list-style-type: none"> <li>• Ice rental</li> <li>• Ringette Sticks</li> <li>• Rings</li> </ul>	<ul style="list-style-type: none"> <li>• On-Ice Official Development Forms</li> </ul>

## ACHIEVING LEVEL 1 (PATHWAY 1)

**Pre-requisite:**

**Refresh (non-rule change years):**

**eLearning**

**Old model equivalent:**

**Introduction to Officiating**

**Not yet complete Pursuing Level 2**

**Level 1 Clinic**

Achieving Level 1 is the pathway that follows Introduction to Officiating. Every official who follows this Pathway will achieve a Level 1 rank. Officials are taught the remainder of the skillset that will allow them to perform as Level 1 officials.

Achieving Level 1 consists of:

- ◆ **Achieving Level 1 eLearning**
- ◆ **Face-to-face seminar (online suggested)**

Ringette Canada delivers the Achieving Level 1 eLearning electronically through registration. Provinces should deliver the face-to-face seminar **every season**. To support smaller provinces and associations, Ringette Canada may also deliver face-to-face seminars online.

### Delivery Requirements

	Seminar
<b>Instructor/Facilitator</b>	Instructor/Facilitator Certification
<b>Hours</b>	4
<b>Resources</b>	Conference room or Video conference

## PURSUIING LEVEL 2 (PATHWAY 2)

**Pre-requisite:**

**Refresh (non-rule change years):**

**Old model equivalent:**

**Achieving Level 1 Pathway**

**Not yet complete Pursuing Level 3 eLearning  
Level 2/3 Clinic**

Pursuing Level 2 is the pathway that follows Achieving Level 1. Not every official who follows this pathway will achieve a Level 2 rank. Officials are taught the skillset that will allow them to perform as Level 2 officials.

Pursuing Level 2 consists of:

- ◆ **Pursuing Level 2 eLearning**
- ◆ **Face-to-face seminar (online suggested)**

Ringette Canada delivers the Pursuing Level 2 eLearning electronically through registration. Provinces should deliver the face-to-face seminar every **non-rule-change season (every two years)**. Ringette Canada may also deliver face-to-face seminars online to support smaller provinces and associations.

### Delivery Requirements

	<b>Seminar</b>
<b>Instructor/Facilitator</b>	Instructor/Facilitator Certification who has completed Pursuing Level 2 (or equivalent)
<b>Hours</b>	4
<b>Resources</b>	Conference room or Video conference

## PURSUIING LEVEL 3 (PATHWAY 3)

**Pre-requisite:**

**Refresh (non-rule change years):**

**Old model equivalent:**

**Pursuing Level 2 Pathway**

**Not yet complete Pursuing Level 4 eLearning  
Level 2/3 Clinic**

Pursuing Level 3 is the pathway that follows Pursuing Level 2. Not every official who follows this pathway will achieve a Level 3 rank. Officials are taught the skillset that will allow them to perform as Level 3 officials.

Pursuing Level 3 consists of:

- ◆ Pursuing Level 3 eLearning
- ◆ Face-to-face seminar (online suggested)

Ringette Canada delivers the Pursuing Level 3 eLearning electronically through registration. Provinces should deliver the face-to-face seminar every **non-rule-change season (every two years)**. Ringette Canada may also deliver face-to-face seminars online to support smaller provinces and associations.

### Delivery Requirements

	Seminar
<b>Instructor/Facilitator</b>	Instructor/Facilitator Certification who has completed Pursuing Level 3 (or equivalent)
<b>Hours</b>	4
<b>Resources</b>	Conference room or Video conference

## PURSUIING LEVEL 4 (PATHWAY 4)

Pre-requisite:

Refresh (non-rule change years):

4

Old model equivalent:

Pursuing Level 3 Pathway

Anyone who has completed Pursuing Level eLearning

None

Pursuing Level 4 is the pathway that follows Pursuing Level 3. Officials are taught the skillset that will allow them to perform as Level 4 officials. Officials who follow this pathway must continue to Demonstrating Expertise to achieve a Level 4 rank.

Pursuing Level 4 consists of:

- ◆ Pursuing Level 4 eLearning
- ◆ Face-to-face seminar (online suggested)

Ringette Canada delivers the Pursuing Level 4 eLearning electronically through registration. Provinces should deliver the face-to-face seminar every **non-rule-change season (every two years)**. Ringette Canada may also deliver face-to-face seminars online to support smaller provinces and associations.

## Delivery Requirements

	Seminar
Instructor/Facilitator	Instructor/Facilitator Certification who has completed Demonstrating Expertise (or equivalent)
Hours	4
Resources	Conference room or Video conference

## DEMONSTRATING EXPERTISE (PATHWAY 5)

**Pre-requisite:** Pursuing Level 4 Pathway; minimum one Level 4 evaluation or Provincial approval

**Old model equivalent:** Level 4 Clinic

Demonstrating Expertise is the final pathway of the on-ice officiating pillar. It follows Pursuing Level 4. Not every official who follows this pathway will achieve a Level 4 rank. Officials complete a complex case study and demonstrate that they have the rules knowledge to be a Level 4 official.

Note: individuals pursuing Level 4 Evaluator certification are required to complete this pathway.

Demonstrating Expertise consists of:

- ◆ Face-to-face seminar
- ◆ Demonstrating Expertise Exam

Ringette Canada delivers the Demonstrating Expertise face-to-face seminar and adjudicates the Demonstrating Expertise Exam. This pathway will be delivered online on a cycle TBD, but at least every three years.

### Delivery Requirements

	Seminar
<b>Instructor/Facilitator</b>	Instructor/Facilitator Certification who has completed Demonstrating Expertise (or equivalent).
<b>Hours</b>	16
<b>Resources</b>	Conference room or Video conference



## ACCELERATED PATHWAYS (CHALLENGE)

Following the standard cadence, officials can only upgrade once every two years (after completing Achieving Level 1). However, when a province has an official who shows high potential, it is possible to accelerate their movement in the pathways.

The NOCP offers the opportunity to challenge a pathway\* by achieving a high passing grade on the self-directed learning material or exam.

\* Demonstrating Expertise cannot be challenged.

Challenging a pathway can also be used in other circumstances, such as re-boarding during a rule change year or scheduling challenges that prevent refreshing.

Provinces may only allow a small number of officials to challenge a pathway - 5 officials per year (or 2% of active officials, whichever is greater). Officials may only challenge back-to-back pathways if one challenge was due to re-boarding.

## ON-ICE OFFICIAL RANK ADMINISTRATION

### MAINTENANCE WINDOW

The following sections include maintenance requirements for each level. Where a deadline for meeting these requirements exists, it will be referred to as the “maintenance window.” For on-ice officials, this maintenance window is open from December 16 through December 15 of the following year. Fulfilling the maintenance requirement at any point during that period is sufficient to maintain certification until the end of the **next** maintenance window.

For example, if an official achieves a maintenance evaluation on December 16, 2030, they have fulfilled their maintenance evaluation requirement for the window ending December 15, 2031, and they have until December 15, 2032, to fulfill their requirement for the subsequent maintenance window.

## **NEW OFFICIAL**

A new official onboards through the Introduction to Officiating Pathway. They do not start their career with a rank, and they do not need to achieve maintenance evaluations.

They are expected to participate in three supported practice hours in their first year as on-ice officials. Afterwards, they should begin learning in the Achieving Level 1 Pathway.

While they remain a new official, they should continue to receive annual evaluations or formal/written feedback.

## UPGRADE TO LEVEL 1

### Requirements:

- The official has completed the Achieving Level 1 Pathway.
- The official is not yet ranked, or their current Rank **and age division** is lower than the Recommended Rank on the evaluation.
- The official earns **one** evaluation at **any Level** of an age division higher than the age division of their current rank.

1-U12	1-U14	1-U16	1-U19	1-18+
1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

Note: Should 1B, 2B or 3B ranks be assessed in ongoing upgrades (they shouldn't...), you will convert them to the correct age group based on the level of game they were evaluated on. I.e. a 2B assessed on a U16 game converts to 2-U16; assessed on a U19 game converts to a 2-U19. *4B ranks are not affected. They always equal U16.*

## MAINTENANCE FOR LEVEL 1

Requirements:

- The official already has a Level 1 rank
- The official earns **one** evaluation in the maintenance window at the same age division\* as their current rank, irrespective of the Level.

Note: an evaluation at a higher age division would result in an upgrade

1-U12	1-U14	1-U16	1-U19	1-18+
1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## DOWNGRADE TO LEVEL 1

Requirements:

- The official already has a Level 1 or Level 2 rank
- **If Level 1:** The official earns **one** evaluation in the maintenance window at a younger age division than their current rank, irrespective of the Level.
- **If Level 2:** The official earns two consecutive Level 1 evaluations in the maintenance window\*. Their new rank will equal the recommended rank from their 2nd evaluation.

1-U12	1-U14	1-U16	1-U19	1-18+
1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## UPGRADE TO LEVEL 2

Requirements:

- The official has completed the Pursuing Level 2 Pathway.
- The official is not yet ranked, or their current Rank and age division is lower than the Recommended Rank on the evaluation.
- If **not yet a Level 2**: the official earns **two**<sup>1</sup> Level 2 or higher evaluations at any age division.
- If **already Level 2**: the official earns **two**<sup>1</sup> Level 2 or higher evaluations in an age division above their current rank.

<sup>1</sup> Evaluations must be from different evaluators

When establishing a Level 2 upgrade, consider the two highest evaluations the official has received in their evaluation history.

Note: An evaluation below the official's current rank should disrupt the upgrade process. Provinces may also use discretion. Suppose a long window has occurred between upgrade evaluations where multiple maintenance evaluations have been assessed. In that case, you may require a third evaluation to ensure that the official is up to the task at Level 2.

Example 1: **2-U12**. The official earns a 2-U12 through a combination of any 2 of the highlighted ranks where at least one of the two ranks is a U12 rank (at Level 2 or 3).

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

Example 2: **2-U19**. The official earns a 2-U19 through a combination of any 2 of the highlighted ranks (as assessed by different evaluators), where at least one of the two ranks is a U19 rank (at Level 2, 3, or 4).

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				



## MAINTENANCE FOR LEVEL 2

Requirements:

- The official already has a Level 2 rank
- The official earns **one** evaluation in the maintenance window at Level 2 in an age division greater than or equal to their current rank.
- Or the official earns **one** evaluation in the maintenance window at a Level greater than or equal to their current Level (i.e. Level 3 or 4).

Example 1: **2-U16**. The official earns maintenance via any of the following highlighted ranks.

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

Example 2: **2-U12**. The official earns maintenance via any of the following highlighted ranks.

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## DOWNGRADE TO LEVEL 2

Requirements:

- The official already has a Level 2 or Level 3 rank
- **If Level 2:** The official earns **two**<sup>1</sup> Level 2 evaluations in the maintenance window at a younger age division than their current rank.
- **If Level 3:** The official earns **three**<sup>1</sup> consecutive Level 2 evaluations in the maintenance window\*. Their new rank will equal the lowest recommended rank of their three evaluations.

<sup>1</sup> By at least two different Evaluators

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## UPGRADE TO LEVEL 3

Requirements:

- The official has completed the Pursuing Level 3 Pathway.
- The official is not yet ranked, or their current Rank and age division is lower than the Recommended Rank on the evaluation.
- If **not yet** a Level 3: The official earns **three**<sup>1</sup> Level 3 or higher evaluations at any age division.
- If **already** Level 3: The official earns **three**<sup>1</sup> Level 3 or higher evaluations of an age division above their current rank.

<sup>1</sup> By at least two different Evaluators

When establishing a Level 3 upgrade, consider the **three** highest evaluations the official has received in their evaluation history.

Note: An evaluation below the official's current rank should disrupt the upgrade process. Provinces may also use discretion. Suppose a long window has occurred between upgrade evaluations where multiple maintenance evaluations have been assessed. In that case, you may require a fourth evaluation to ensure that the official is up to the task at Level 3.

Example 1: **3-U14**. The official earns a 3-U14 through a combination of any three highlighted ranks (as assessed by at least two evaluators), where at least one of the three ranks is a U14 rank (at Level 3 or 4).

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

Example 2: **3-18+**. The official earns a 3-18+ through a combination of any 3 of the highlighted ranks (as assessed by at least two evaluators), where at least one of the three ranks is an 18+ rank (at Level 3).

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## MAINTENANCE FOR LEVEL 3

Requirements:

- The official already has a Level 3 rank
- The official earns **one** evaluation in the maintenance window at Level 3 in an age division greater than or equal to their current rank.
- **Or** the official earns **one** evaluation in the maintenance window at a Level greater than or equal to their current Level (i.e. Level 4).

Example 1: **3-U12**. The official earns maintenance via any of the following highlighted ranks.

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

Example 2: **3-U19**. The official earns maintenance via any of the following highlighted ranks.

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## DOWNGRADE TO LEVEL 3

Requirements:

- The official already has a Level 3 or Level 4 rank
- **If Level 3:** The official earns **three**<sup>1</sup> Level 3 evaluations in the maintenance window at a younger age division than their current rank.
- **If Level 4:** The official earns **four**<sup>1</sup> consecutive Level 3 evaluations in the maintenance window\*. Their new rank will equal the lowest recommended rank of their four evaluations.

<sup>1</sup> By at least two different Evaluators

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## UPGRADE TO LEVEL 4

Requirements:

- The official has completed the Pursuing Level 4 Pathway **and** Demonstrating Expertise.
- The official is not yet ranked, or their current Rank and age division is lower than the Recommended Rank on the evaluation.
- If **not yet** a Level 4: The official earns **four**<sup>1</sup> Level 4 or higher evaluations at any age division.
- If **already** Level 4: The official earns **four**<sup>1</sup> Level 4 or higher evaluations in an age division above their current rank.
- At least **one** of their four evaluations at the recommended rank (or higher) is on a **Semi-Final or Final game** in a tournament or Provincials.

<sup>1</sup> By at least two different Evaluators

When establishing a Level 4 upgrade, consider the four highest evaluations the official has received in their evaluation history.

Note: An evaluation below the official's current rank should disrupt the upgrade process. Provinces may also use discretion. Suppose a long window has occurred between upgrade evaluations where multiple maintenance evaluations have been assessed. In that case, you may require a fifth evaluation to ensure that the official is up to the task at Level 4.

Example 1: **4-U14**. The official earns a 4-U14 through a combination of any four highlighted ranks (as assessed by at least two evaluators), where at least one of the three ranks is 4-U14.

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

Example 2: **4-U19**. The official earns a 4-U19 through a combination of any four highlighted ranks (as assessed by at least two evaluators), where at least one of the four ranks is 4-U19.

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				



## MAINTENANCE FOR LEVEL 4

Requirements:

- The official already has a Level 4 rank
- The official earns one evaluation in the maintenance window at Level 4 in an age division greater than or equal to their current rank.

Example 1: **4-U14**. The official earns maintenance via any of the following highlighted ranks.

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

Example 2: **4-U19**. The official earns maintenance via any of the following highlighted ranks.

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## DOWNGRADE WITHIN LEVEL 4

Requirements:

- The official already has a Level 4 rank.
- The official earns **four**<sup>1</sup> Level 4 or lower evaluations in the maintenance window at a younger age division than their current rank.

<sup>1</sup> By at least two different Evaluators

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## UPGRADE TO LEVEL 5

### Requirements:

- The official has completed the Pursuing Level 4 Pathway **and** Demonstrating Expertise.
- The official is, at a minimum, a 4-U16 (eligible for CRCs)
- Promotion is via CRCs, decided by the Supervising team.
  - Attended three CRCs within the last five years.
  - Ranked in the top 15 in the last two attended CRCs.
  - Selected to officiate a championship round semi or medal game in the last 3 CRCs attended.
    - Two of the three must be medal-round games (gold or bronze).
    - One of those two must be @ U19 or NRL.
- Show leadership and mentorship qualities consistent with level 5.

Example 1: **5**. Level 5 ranks do not have an age-division component.

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## MAINTENANCE FOR LEVEL 5

Requirements:

- The official already has a Level 5 rank
- The official earns one evaluation in the maintenance window at 4-U19 or 4-NRL.

Example 1: **5**. The official earns maintenance via any of the following highlighted ranks.

1-U12	1-U14 (1C)	1-U16 (1B)	1-U19 (1B)	1-18+ (1A)
2-U12	2-U14 (2C)	2-U16 (2B)	2-U19 (2B)	2-18+ (2A)
3-U12	3-U14 (3C)	3-U16 (3B)	3-U19 (3B)	3-18+ (3A)
	4-U14 (4C)	4-U16 (4B)	4-U19 (4A)	4-NRL
5				

## DOWNGRADE TO LEVEL 4

Requirements:

- The official is a Level 5.
- Failure to attend any of CRCs, CWGs or WRCs three years in a row

- Not selected for a semi-final or final game in the championship round of CRCs, CWGs or WRCs in any year they attend one of those events.

## RETIREMENT RANK ACQUISITION

Retirement ranks allow Ringette Canada to provide a respectful, graceful pathway when officials are ready to cease competing from selection. They allow officials to remain recognized for their career achievements. Retirement ranks encourage retention and continued involvement from officials who continue to add high value to our officiating program.

These ranks are available for officials who have reached a point in their officiating career where they are ready to withdraw from competition. They are no longer pursuing rank upgrades or selection to events. Retirement Ranks allow these officials to retain the recognition of their officiating level in perpetuity so long as they remain active officials.

Retirement Ranks are available to officials from Level 3 - 5 and will be represented as 5R, 4R, and 3R.

Acquisition of a Retirement Rank is through a self-identification process. Officials must declare their intent to withdraw from competition and apply for their Retirement Rank via [https://docs.google.com/forms/d/e/1FAIpQLSeXLCFKoJo0\\_a1vn66tEwtJ4y9yMVKXmpXBf2SpyX-pHHXclg/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSeXLCFKoJo0_a1vn66tEwtJ4y9yMVKXmpXBf2SpyX-pHHXclg/viewform?usp=sf_link).

## MAINTENANCE FOR RETIREMENT RANKS

An official with a retirement rank need no longer obtain a maintenance evaluation annually. They are eligible to be evaluated upon their request and **should** receive a formal evaluation once every three years. No change will be made to their rank from now on. However, when evaluated, their evaluation should indicate the highest level of game they fit.

Provinces or local associations should rely on this information to decide where to assign them.

## ASSIGNMENT OF ON-ICE OFFICIALS

Provinces, associations, and leagues have autonomy from Ringette Canada to decide how their officiating resources are assigned. The makeup and availability of your officiating team and the relative levels of gameplay within your organization will dictate what is necessary.

Officiating Ranks indicate an On-ice Official's capabilities. Ringette Canada's recommendation for assignments aligns with the table below.

	U10	U12	U14	U16	U19	18+	NRL
1	U10	U12C	U14C	U16C	U19C	Open C (and lower)	
2		U12B	U14B	U16B	U19B	Open B	
3		U12A	U14A	U16A	U19A	Open A	
4			U14AA	U16AA	U19AA		NRL
5					CWG/WRC		

To find an official's competency level, find the intersection between their rank's level (number) and age division in the table above. The official is considered competent at the game level indicated at the intersection, but also of all of the ranks at the intersection of the table below and to the left.

An official is developing on the game levels immediately to the right and immediately above (including the levels to the left). They may be developing, competent, or neither in the section below and to the right of the level-age-division-intersection.



This should be determined through feedback from your evaluating community.

The example below highlights 3-U16 game-level competency in teal, developing in red, evaluator-determined competence in yellow.

	U10	U12	U14	U16	U19	18+	NRL
1	U10	U12C	U14C	U16C	U19C	Open C (and lower)	
2		U12B	U14B	U16B	U19B	Open B	
3		U12A	U14A	U16A	U19A	Open A	
4			U14AA	U16AA	U19AA		NRL
5					CWG/WRC		

The diagram illustrates progression paths through the table. A teal arrow on the right points upwards from row 4 to row 1, indicating a progression path. A red arrow on the right points downwards from row 1 to row 4, indicating a progression path. A red arrow at the bottom points from the U14AA cell to the U16AA cell, indicating a progression path. A red '1' is positioned below this bottom arrow.

## ON-ICE OFFICIAL REBOARDING

Returning officials who have missed no more than two rule change cycles (max four years off) can reboard by challenging any exams for the missed rule change cycles and attending or challenging the seminar and related exam for the last pathway stage that they completed (or equivalent). Level 4 officials who have missed more than one rule change cycle must reconfirm their level through attendance at the Demonstrating Expertise pathway.

Upon reboarding, the official's rank should remain the same as when their separation began. They ***must be evaluated in their first returning season***, and that evaluation will determine their go-forward rank.

## ON-ICE OFFICIAL MAINTENANCE EXEMPTIONS

Officials are required to receive a maintenance evaluation every season. Otherwise, they are automatically downgraded (see next section).

Provinces may exempt an official from requiring maintenance on a case-by-case basis. Reasons for exemption include (but are not limited to):

1. Province unable to resource sufficient evaluators/evaluations
2. Pregnancy and/or maternity/parental leave
3. Illness or Injury
4. Career-based disruption
5. Other considerations outside of the official's control

## ON-ICE OFFICIAL MAINTENANCE FAILURE DOWNGRADES

If an official is unable to achieve a maintenance evaluation within the maintenance window, and has not been exempted from the maintenance requirement, a downgrade must be processed.

\* Note: downgrades can also be established through the requisite evaluations via the evaluation process. See “On-Ice Official Rank Administration,” above.

Rank selection for a downgrade is dependent on how the official failed to receive maintenance.

### EVALUATED, BUT AT RANK LOWER THAN CURRENT

If the official received one or more evaluations in the maintenance window, but none were sufficient for maintenance, the official’s rank will be equivalent to the highest rank they were recommended in the maintenance window.

## **NOT EVALUATED**

If the official was not evaluated and has not been exempted from the maintenance requirement:

Their rank will reduce numerically by 1. (i.e. 3-U16 becomes 2-U16). However, if they are a Level 1, their rank will reduce by one age division. (i.e. 1-18+ becomes 1-U19).

# SHOT CLOCK OFFICIAL ADMINISTRATION

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## NAVIGATING THE SHOT CLOCK OFFICIAL LEARNING PATHWAYS

**NOCP Pathways for Shot Clock Officials are under development. This will allow for a consistent, standard training methodology and Evaluation framework for Shot Clock Officials and a clear, transparent assessment and selection process for Shot Clock Officials for Ringette Canada and Provincial events.**

During our intended pilot roll-out in 2025 - 2027, provinces will not be required to deliver Shot Clock Official training in accordance with the NOCP Pathways. However, all Shot Clock Officials who wish to pursue Ringette Canada selection to events will require completion of the Learning Pathways available. By 2028, Shot Clock Officials pursuing selection will be expected to demonstrate that they have been evaluated to an appropriate rank.

Learning Pathways consist of multiple training modes that combine to ensure that we teach the fundamental skills

documented in the Shot Clock Official LTOD matrix at each Level.

The Pathways may consist of:

- ◆ Self-directed eLearning
- ◆ Manual documentation
- ◆ Testing
- ◆ Face-to-face seminars (in person or online)
- ◆ Practical training

Movement through the Pathways is not limited by certification level. Officials have the opportunity to pursue higher-level training and improve their game performance, regardless of whether that performance improvement consolidates into a Certification upgrade.

We anticipate five pathways in the Shot Clock Official pillar.

## REFRESH & MAINTENANCE CYCLES

### Rule change Years

In rule change years, Shot Clock officials ***may be asked*** to complete rule change training regardless of their position in the pathways or current certification.

Rule Change training may include:

- ◆ eLearning delivered by Ringette Canada
- ◆ Face-to-Face seminar delivered by Provinces

### Non-rule change years

In non-rule change years, shot clock officials may upgrade via their next pathway, but it will not be mandatory.



## INTRODUCTION TO SHOT CLOCK (STAGE 1)

**Pre-requisite:**                      **None**

Introduction to Shot Clock is the onboarding pathway for new Shot Clock Officials. Officials are introduced to shot clock fundamentals and begin their officiating journey.

Introduction to Shot Clock consists of:

- ◆ Introduction to Shot Clock eLearning
- ◆ Face-to-face seminar (ideally in person)
- ◆ Introduction to Shot Clock Test
- ◆ Real game practical session (optional)
- ◆ 1 supported practice hour

Ringette Canada delivers the Introduction to Shot Clock eLearning electronically through registration. Provinces should plan to deliver the face-to-face seminar, real game practical session, and supported practice hour **every season**.

## Delivery Requirements

	Seminar	Real Game Practical	Practice Hours
Instructor/Facilitator	Instructor/Facilitator Certification	Instructor/Facilitator Certification + Shot Clock certification	Any Shot Clock Official
Hours	3.5	Any game length	1
Resources	<ul style="list-style-type: none"> <li>Conference room or Video conference</li> </ul>	<ul style="list-style-type: none"> <li>Ice rental</li> <li>Teams</li> <li>Shot Clocks</li> </ul>	<ul style="list-style-type: none"> <li>Shot Clock Official Development Forms</li> </ul>

## SHOT CLOCK STAGE 2

**Pre-requisite:**

**Introduction to Shot Clock**

Shot Clock Stage 2 is the pathway that follows Introduction to Shot Clock. Officials are taught the behaviour and skillset that aligns with Stage 2 of the Shot Clock LTOD Matrix.

Shot Clock Stage 2 consists of:

- ◆ **Shot Clock Stage 2 eLearning**

Ringette Canada delivers the Shot Clock Stage 2 eLearning electronically through registration.

## SHOT CLOCK STAGE 3

**Pre-requisite:**

**Shot Clock Stage 2**

Shot Clock Stage 3 is the pathway that follows Shot Clock Stage 2. Officials are taught the behaviour and skillset that aligns with Stage 3 of the Shot Clock LTOD Matrix.

Shot Clock Stage 3 consists of:

- ◆ **Shot Clock Stage 3 eLearning**

Ringette Canada delivers the Shot Clock Stage 3 eLearning electronically through registration.

## SHOT CLOCK STAGE 4

**Pre-requisite:**

**Shot Clock Stage 3**

Shot Clock Stage 4 is the pathway that follows Shot Clock Stage 3. Officials are taught the behaviour and skillset that aligns with Stage 4 of the Shot Clock LTOD Matrix.

Shot Clock Stage 4 consists of:

- ◆ **Shot Clock Stage 4 eLearning**

Ringette Canada delivers the Shot Clock Stage 4 eLearning electronically through registration.

## SHOT CLOCK STAGE 5

**Pre-requisite:**

**Shot Clock Stage 4**

Shot Clock Stage 5 is the pathway that follows Shot Clock Stage 4. Officials are taught the behaviour and skillset that aligns with Stage 5 of the Shot Clock LTOD Matrix.

Shot Clock Stage 5 consists of:

- ◆ **Shot Clock Stage 5 eLearning**

Ringette Canada delivers the Shot Clock Stage 5 eLearning electronically through registration.

## SHOT CLOCK OFFICIAL RANK ADMINISTRATION

TBD

## ASSIGNMENT OF SHOT CLOCK OFFICIALS

**The following is a draft. Actual details TBD. Table is a copy of on-ice officials. It is left here to reserve formatting and is not illustrative of our plans.**

Provinces, associations, and leagues have autonomy from Ringette Canada to decide how their officiating resources are assigned. The makeup and availability of your officiating team, along with the relative levels of game play within your organization, will dictate what is necessary.

Shot Clock Ranks indicate a Shot Clock Official's capabilities. Ringette Canada's recommendation for assignments aligns with the table below.

	U10	U12	U14	U16	U19	18+	NRL
1	U10	U12C	U14C	U16C	U19C	Open C (and lower)	
2		U12B	U14B	U16B	U19B	Open B	
3		U12A	U14A	U16A	U19A	Open A	
4			U14AA	U16AA	U19AA		NRL
5					CWG/WRC		

## SHOT CLOCK OFFICIAL RE-BOARDING

**The following is a draft. Actual details TBD.**

Returning Shot Clock officials who have lapsed no more than four years can re-board immediately at their prior level.

Returning Shot Clock officials who have lapsed more than four years can re-board by repeating their last Shot Clock Learning Pathway.

Upon re-boarding, the Shot Clock official's rank should remain the same as when their separation began. They ***must be evaluated in their first returning season***, and that evaluation will determine their go-forward rank.



## SHOT CLOCK OFFICIAL MAINTENANCE EXEMPTIONS

**The following is a draft. Actual details TBD.**

Shot Clock Officials are required to receive a maintenance evaluation every second season. Otherwise, they are automatically downgraded (see next section).

Provinces may exempt an official from requiring maintenance on a case-by-case basis. Reasons for exemption include (but are not limited to):

1. Province unable to resource sufficient evaluators/evaluations
2. Pregnancy and/or maternity/parental leave
3. Illness or Injury
4. Career-based disruption
5. Other considerations outside of the official's control

## **SHOT CLOCK OFFICIAL MAINTENANCE FAILURE DOWNGRADES**

**The following is a draft. Actual details TBD.**

If an official is unable to achieve a maintenance evaluation within the maintenance window, and has not been exempted from the maintenance requirement, a downgrade must be processed.

\* Note: downgrades can also be established through the requisite evaluations via the evaluation process. See “On-Ice Official Rank Administration,” above.

If the official was not able to achieve a maintenance evaluation for any reason, their rank will reduce by one to a minimum of “Level 1”

# TIME & SCORE KEEPING OFFICIAL ADMINISTRATION

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## NAVIGATING THE TIME & SCORE KEEPING OFFICIAL LEARNING PATHWAYS

NOCP Pathways for Time & Score Keeping Officials are under development. The NOCP Pathways for Time & Score Keeping Officials will provide a consistent, standard training framework for provinces and officials.

During our intended pilot roll-out in 2026 - 2028, provinces will not be required to deliver Time & Score Keeping Official training in accordance with the NOCP Pathways.

Learning Pathways consist of multiple training modes that combine to ensure that we teach the fundamental time & score keeping skills.

The Pathways may consist of:

- ◆ Self-directed eLearning
- ◆ Manual documentation

## ◆ Testing

There are no plans for evaluations or supervision for Time & Score Keeping Officials. Nor is there an expectation of scheduled certification maintenance activities. It is possible that there could be ad hoc maintenance requirements in response to changes to the rules of the game that could directly impact these roles.

# EVALUATOR/ SUPERVISOR (ON- ICE OFFICIALS) ADMINISTRATION

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## THE IMPORTANCE OF EVALUATORS

Evaluators are the most important role in the NOCP. They are the on-the-ground support for developing officials. They are also the first line of defence against attrition. Studies show that receiving regular feedback and written evaluations is a significant factor in official retention.

Provinces should have plans in place to ensure their Evaluator resources. It is reasonable to plan for a minimum of 10% of your officiating staff to be evaluators. You should be actively looking to introduce new Evaluators every two years, and planning on how to move individuals through the NOCP Evaluator/Supervisor Pathways.

## **BRIDGING CLINICS FOR EVALUATORS**

The learning material documented in this manual is in development. Pending its completion and roll-out, Ringette Canada has developed bridging clinics that deliver updated learning consistent with the new Evaluator Characteristics Matrix. These clinics are longer in duration (8 hours) and must be delivered face-to-face (in person or online).

In the Evaluator space, these clinics are delivered in tandem with a “Calibration” event. Ringette Canada is responsible for delivering the learning material through the clinics to maintain consistency nationwide. Provinces are responsible for hosting the “Calibration” events (Level 1 - 3) that they need based on their resources.

Ringette Canada will deliver Level 1 - 4 Evaluator clinics through 2025 season and 2026. Following 2026, the new self-directed eLearning delivery will begin.

This model should reduce the cost to Provinces of delivering Evaluator training, through more cost-effective use of instructor facilitators and minimizing the need for candidates to travel.

## LEVEL 1 EVALUATOR CLINIC

	Seminar	
Instructor/Facilitator	Instructor/Facilitator Certification + Level 2 Evaluator Certification (or higher)	
Hours	8	
Resources	Conference room or Video conference	
Available for Delivery		2025
Expiration Target		2027

## LEVEL 2 EVALUATOR CLINIC

	Seminar	
Instructor/Facilitator	Instructor/Facilitator Certification + Level 3 Evaluator Certification (or higher)	
Hours	8	
Resources	Conference room or Video conference	
Available for Delivery		2025
Expiration Target		2027

## LEVEL 3 EVALUATOR CLINIC

	Seminar	
Instructor/Facilitator	Instructor/Facilitator Certification + Level 3 Evaluator Certification (or higher)	
Hours	8	
Resources	Conference room or Video conference	
Available for Delivery		2025
Expiration Target		2027

## LEVEL 4 EVALUATOR CLINIC

	Seminar
<b>Instructor/Facilitator</b>	Instructor/Facilitator Certification + Level 4 Evaluator Certification + Selection by NOCP Education Lead
<b>Hours</b>	8
<b>Resources</b>	Conference room or Video conference
<b>Available for Delivery</b>	2025
<b>Expiration Target</b>	2027

## CALIBRATION EVENTS

Requirements and documentation on Calibration events can be found in the NOCP Evaluator Calibration Manual.



## NAVIGATING THE EVALUATOR NOCP PATHWAYS

The NOCP training model of “clinics” has changed to “Pathways.” Pathways consist of multiple training modes that combine to ensure that we teach the fundamental skills documented in the Evaluator Development matrix at each Evaluator Level.

The Pathways may consist of:

- ◆ Self-directed eLearning
- ◆ Manual documentation
- ◆ Testing
- ◆ Face-to-face seminars (in person or online)
- ◆ Practical training

Movement through the Evaluator Pathways is not limited by certification level (i.e. Level). Evaluators can pursue higher-level training and improve their evaluator performance, regardless of whether that performance improvement consolidates into a Level upgrade.

There are four pathways in the Evaluator pillar.

## EVALUATOR LEVEL 1

**Pre-requisite:** Pursuing Level 2 (On-ice Official Pathway)

**Note: Does not require Level 2 Rank**

**Old model equivalent:** Introduction to Evaluation

Evaluator Level 1 is the onboarding pathway for new Evaluators. Candidates are introduced to the practice of Evaluating and trained in assessing Level 1 ranks and delivering feedback to new officials and Level 1s.

Evaluator Level 1 consists of:

- ◆ Evaluator Fundamentals (self-directed eLearning)
- ◆ The Level 1 Standard (self-directed eLearning)
- ◆ The NOCP Evaluator Handbook (documentation)
- ◆ Level 1 Evaluator Calibration (in-person)
- ◆ 3 supported practice hours (one-on-one Candidate Assessment and sign-off)

Ringette Canada delivers Evaluator Fundamentals, The Level 1 Standard eLearning, and the NOCP Evaluator Handbook electronically through the registration portal. Provinces must deliver the in-person Level 1 Evaluator Calibration and 3 supported practice hours. Provinces should consider scheduling Level 1 Calibrations every two years and recruit candidates - sending them through the eLearning process in advance.

Level 1 Calibrations have no minimum participation, and they can be distributed geographically. Provinces can rely on

registration statistics from the eLearning to decide when/if to host the Calibration.

## EVALUATOR LEVEL 2

<b>Pre-requisite:</b>	<b>Pursuing Level 3 (On-ice Official Pathway), Evaluator Fundamentals, The Level 1 Standard</b> <b>Note: Does not require Level 3 Rank or Evaluator Level 1 Certification</b>
<b>Old model equivalent:</b>	<b>Community Evaluator Clinic</b>

Through Evaluator Level 2, candidates develop their practices and skills as Evaluators. They are trained to assess Level 2 ranks and deliver feedback to Level 1s and 2s.

Evaluator Level 2 consists of:

- ◆ **The Level 2 Standard (self-directed eLearning)**
- ◆ **The NOCP Evaluator Handbook (documentation)**
- ◆ **Level 2 Evaluator Calibration (in-person)**
- ◆ **3 supported practice hours (one-on-one Candidate Assessment and sign-off)**

Ringette Canada delivers The Level 2 Standard eLearning and the NOCP Evaluator Handbook electronically through the registration portal. Provinces must deliver the in-person Level 2 Evaluator Calibration and 3 supported practice hours. Provinces should consider scheduling Level 2 Calibrations every two years and recruit candidates - sending them through the eLearning process in advance.

Level 2 Calibrations have no minimum participation, and they can be distributed geographically. Provinces can rely on registration statistics from the eLearning to decide when/if to host the Calibration.

## EVALUATOR LEVEL 3

<b>Pre-requisite:</b>	<b>Pursuing Level 4 (On-ice Official Pathway), Evaluator Fundamentals, The Level 1 Standard, The Level 2 Standard</b> <b>Note: Does not require Level 4 Rank or Evaluator Level 1 or 2 Certification</b>
<b>Old model equivalent:</b>	<b>Regional Evaluator Clinic</b>

Through Evaluator Level 3, candidates refine their practices and skills as Evaluators. They are introduced to concepts and processes applicable to supervision and supervisors' role in events and development. They are trained in assessing Level 3 ranks and delivering feedback to Level 2s and 3s.

Evaluator Level 3 consists of:

- ◆ **Supervisor Fundamentals (self-directed eLearning)**
- ◆ **The Level 3 Standard (self-directed eLearning)**
- ◆ **The NOCP Evaluator Handbook (documentation)**
- ◆ **Level 3 Evaluator Calibration (in-person)**
- ◆ **3 supported practice hours (one-on-one Candidate Assessment and sign-off)**

Ringette Canada delivers Supervisor Fundamentals, The Level 3 Standard eLearning, and the NOCP Evaluator Handbook electronically through the registration portal. Provinces must deliver the in-person Level 3 Evaluator Calibration and 3 supported practice hours. Provinces should consider scheduling Level 3 Calibrations every two years and recruit candidates - sending them through the eLearning process in advance.

Level 3 Calibrations have no minimum participation and they can be distributed geographically. Provinces can rely on registration statistics from the eLearning to decide when/if to host the Calibration.

## EVALUATOR LEVEL 4

**Pre-requisite:** Demonstrating Expertise (On-ice Official Pathway), Evaluator Level 3 Certification

**Note: Does not require Level 4 Rank**

**Old model equivalent:** Provincial Evaluator Summit

Through Evaluator Level 4, candidates consolidate their practices and skills as Evaluators and refine their skills as supervisors. They are trained to assess Level 4 ranks and deliver feedback to Level 3s and 4s.

Evaluator Level 4 consists of:

- ◆ The Level 4 Standard (self-directed eLearning)
- ◆ The NOCP Evaluator Handbook (documentation)
- ◆ Level 4 Evaluator Calibration (in-person)
- ◆ 5 supported practice hours (one-on-one Candidate Assessment and sign-off)

Ringette Canada delivers the Level 4 Standard eLearning and the NOCP Evaluator Handbook electronically through the registration portal. It also delivers the Level 4 Evaluator Calibration in person. Ringette Canada will endeavour to deliver the Level 4 Evaluator Calibration every two years. The location will depend on candidates and appropriate tournament schedules. Provinces will provide 5 supported practice hours. Provinces should encourage Level 3 and other Evaluators to pursue the necessary eLearning and practice to be successful at the Level 4 Evaluator Calibration.

Level 4 Calibrations are dependent on minimum participation. Pathway learning does not expire, even if it takes a year or two for a candidate to be able to participate in a Calibration.



## ACCELERATED PATHWAYS

Following the standard cadence, Evaluators can only upgrade once every two years. However, when a province has a candidate or Evaluator who shows high potential, it is possible to accelerate their movement in the pathways.

The NOCP offers accelerated Evaluator pathways for individuals who have the support of their province because they have demonstrated exceptional skill or experience in one or more competencies as an on-ice official, coach, or through their professional background. These candidates may skip the Evaluator Calibration steps through the Evaluator Level 1 - 3 Pathways. They must complete all of the associated learning modules and can then accelerate directly to the Evaluator Level 2 or Level 3 Calibration. Their performance at the Calibration will determine their ultimate certification.

# EVALUATOR CERTIFICATION ADMINISTRATION

## Evaluator Certification Administration

### MAINTENANCE WINDOW

The following sections include maintenance requirements for each level. Evaluators have a more varied “maintenance window.”

Firstly, Evaluators are required to conduct evaluations (i.e. do their job) annually. This annual period should be treated as the maintenance window for on-ice officials. I.e. December 16 - December 15 of the following year.

For example, if an Evaluator achieves their minimum annual evaluations on December 16, 2030, they have fulfilled their maintenance evaluation requirement for the window ending December 15, 2031, and they have until December 15, 2032, to fulfill their requirement for the subsequent maintenance window.

Secondly, there is a requirement to achieve a mentor-validated evaluation recommending maintenance once every three (3) years. This window is a moving target beginning on the December 16 following their upgrade, or achievement of this maintenance.

For example, if an Evaluator achieves their maintenance mentor-validated evaluation on or after December 16, 2030,

their next maintenance window begins on December 15, 2031, and they would have until December 15, 2034 to complete their next mentor-validated evaluation.

Finally, for Level 3 and 4 there is an eight (8) year window to successfully repeat a Level-appropriate calibration **or** achieve a maintenance mentor-validated evaluation at a Ringette Canada event such as CRCs, WCRCs, or ECRCs. This is also a moving target beginning on the December 16 following their upgrade, or achievement of this maintenance.

For example, if an Evaluator meets this requirement on or after December 16, 2030, their next maintenance window begins on December 15, 2031, and they would have until December 15, 2039 to complete their next mentor-validated evaluation.

## ONBOARDING AS EVALUATOR LEVEL 1

### Requirements:

- The candidate has completed the On-ice Officiating Pursuing Level 2 Pathway
- The candidate successfully completes the Evaluator Level 1 eLearning (or equivalent bridging clinic)
- The candidate successfully completes the Evaluator Level 1 Calibration

A new Level 1 evaluator is expected to successfully complete **three** mentor-validated Level 1 Evaluations in their first year as an Evaluator before they can work independently.

## **MAINTENANCE FOR EVALUATOR LEVEL 1**

Requirements:

- The Evaluator has Level 1 Evaluator certification
- The Evaluator completes a minimum of one (1) evaluation annually.
- The Evaluator successfully completes one (1) mentor-validated Level 1 evaluation in the maintenance window (every three years).

Note: attaining a higher Evaluator certification fulfills the maintenance requirement (i.e. upgrades to a Level 2 Evaluator)

## **DOWNGRADE TO EVALUATOR LEVEL 1**

Requirements:

- The evaluator has Level 2 Evaluator certification
- The evaluator is recommended for Level 1 Evaluator certification by two separate mentors (of Level 2 or higher) in consecutive mentor-validated Level 2 evaluations; or
- Fails to be recommended for Level 2 Evaluator certification (or higher) in the maintenance window; or
- Fails to complete the minimum number of evaluations annually.

## UPGRADE TO EVALUATOR LEVEL 2

Requirements:

- The evaluator has completed the On-ice Officiating Pursuing Level 3 Pathway
- The candidate successfully completes the Evaluator Level 1 eLearning (or equivalent bridging clinic)
- The candidate successfully completes the Evaluator Level 2 eLearning (or equivalent bridging clinic)
- The candidate successfully completes the Evaluator Level 2 Calibration

A new Level 2 evaluator is expected to successfully complete **three** mentor-validated Level 2 Evaluations in their first year as an Evaluator before they can work independently at Level 2 <sup>1</sup>.

<sup>1</sup> If they are following an accelerated pathway, they cannot work independently at any level until they complete three mentor-validated evaluations. It is possible that mentor-validated evaluations will recommend certification at a level lower than 2. The evaluator may only work independently at the lower level until they complete three mentor-validated evaluations at Level 2. If they do not complete the mentor-validated evaluations within the year, they must recomplete the Level 2 Calibration if they still wish to attain Level 2 certification.

## **MAINTENANCE FOR EVALUATOR LEVEL 2**

Requirements:

- The Evaluator has Level 2 Evaluator certification
- The Evaluator completes a minimum of two (2) evaluations annually.
- The Evaluator successfully completes one (1) mentor-validated Level 2 evaluation in the maintenance window (every three years).

Note: attaining a higher Evaluator certification fulfills the maintenance requirement (i.e. upgrades to a Level 3 Evaluator)

## **DOWNGRADE TO EVALUATOR LEVEL 2**

Requirements:

- The evaluator has Level 3 Evaluator certification
- The evaluator is recommended for Level 2 Evaluator certification by two separate mentors (of Level 3 or higher) in consecutive mentor-validated Level 3 evaluations; or
- Fails to be recommended for Level 3 Evaluator certification (or higher) in the maintenance window; or
- Fails to complete the minimum number of evaluations annually.

## UPGRADE TO EVALUATOR LEVEL 3

Requirements:

- The evaluator has completed the On-ice Officiating Pursuing Level 4 Pathway
- The candidate successfully completes the Evaluator Level 1 eLearning (or equivalent bridging clinic)
- The candidate successfully completes the Evaluator Level 2 eLearning (or equivalent bridging clinic)
- The candidate successfully completes the Evaluator Level 3 eLearning (or equivalent bridging clinic)
- The candidate successfully completes the Evaluator Level 3 Calibration

A new Level 3 evaluator is expected to successfully complete **three** mentor-validated Level 3 Evaluations in their first year as an Evaluator before they can work independently at Level 3<sup>1</sup>. Two of these mentor-validated evaluations must be Level 3 upgrades.

<sup>1</sup> If they are following an accelerated pathway, they cannot work independently at any level until they complete three mentor-validated evaluations. It is possible that mentor-validated evaluations will recommend certification at a level lower than 3. The evaluator may only work independently at the lower level until they meet the mentor-validated



evaluations requirement at Level 3. If they do not complete the mentor-validated evaluations within the year, they must recomplete the Level 3 Calibration if they still wish to attain Level 3 certification.

### **MAINTENANCE FOR EVALUATOR LEVEL 3**

Requirements:

- The Evaluator has Level 3 Evaluator certification.
- The Evaluator completes a minimum of three (3) evaluations annually.
- The Evaluator successfully completes one mentor-validated Level 3 evaluation in the maintenance window (every three years).
- The Evaluator recompletes the Level 3 calibration once every eight years; or
  - Participates as a Supervisor at WCRC, or ECRC where they receive a mentor-validated evaluation recommending Level 3 once every eight years.

Note: attaining a higher Evaluator certification fulfills the maintenance requirement (i.e. upgrades to a Level 4 Evaluator)

## **DOWNGRADE TO EVALUATOR LEVEL 3**

Requirements:

- The evaluator has Level 4 Evaluator certification
- The evaluator is recommended for Level 3 Evaluator certification by two separate mentors (of Level 4 or higher) in consecutive mentor-validated Level 4 evaluations; or
- Fails to be recommended for Level 4 Evaluator certification (or higher) in the maintenance window; or
- Fails to complete the minimum number of evaluations annually.
- Fails to successfully recertify at a Level 4 Calibration within 8 year window, and fails to attend CRCs and be recommended to retain Level 4 certification through a mentor-validated Level 4 Evaluation

## UPGRADE TO EVALUATOR LEVEL 4

Requirements:

- The evaluator has completed the On-ice Officiating Demonstrating Expertise Pathway
- The candidate has Level 3 Evaluator certification
- The candidate successfully completes the Evaluator Level 4 eLearning (or equivalent bridging clinic)
- The candidate successfully completes the Evaluator Level 4 Calibration

A new Level 4 evaluator is expected to successfully complete **five** mentor-validated Level 4 Evaluations in their first two years as an Evaluator before they can work independently at Level 4. Three of these mentor-validated evaluations must be Level 4 upgrades. If they do not complete the mentor-validated evaluations within the period, they must recomplete the Level 4 Calibration if they still wish to attain Level 4 certification.

## MAINTENANCE FOR EVALUATOR LEVEL 4

Requirements:

- The Evaluator has Level 4 Evaluator certification.
- The Evaluator completes a minimum of four (4) evaluations annually.
- The Evaluator successfully completes one mentor-validated Level 4 evaluation in the maintenance window (every three years).
- The Evaluator recompletes the Level 4 calibration once every eight years; or
- Participates as a Supervisor at the CRC where they receive a mentor-validated evaluation recommending Level 4 once every eight years.

## ASSIGNMENT OF EVALUATORS

Provinces, associations, and leagues have autonomy from Ringette Canada to decide how their officiating resources are assigned. However, they cannot supersede Ringette Canada policy with respect to the Ranks that an Evaluator may assess based on their certification. Any Evaluator can be assigned as a supervisor of an event at any Level, though it is recommended that they work at levels appropriate to their certification, as this is in the best interest of the On-ice Officials. Ultimately, the makeup and availability of your officiating team, along with the relative levels of game play within your organization, will dictate what is necessary.

Evaluator Certification indicates an Evaluator's capabilities. Ringette Canada's recommendation for assignments aligns with the table below.

Evaluator Certification	Game Level
Level 1	C
Level 2	B
Level 3	A
Level 4	AA

## **EVALUATOR RE-BOARDING**

Lapsed Evaluators may return to evaluating as long as they have met the requirements for certifying as an on-ice official. Evaluators who have not had active status for four or fewer years may immediately return to evaluating at one Level lower than their prior (or Level 1, if they were Level 1) certification by completing the mentor-validated evaluation requirements required at that level in the upgrade procedure. The recommended Evaluator certification at the end of three mentor-validated evaluations will determine their go-forward certification.

These evaluators, or those whose certification lapsed over four years prior, may regain their last Evaluator certification (or a lower certification) by completing the appropriate Calibration and mentor-validated evaluations.

## EVALUATOR MAINTENANCE EXEMPTIONS

Evaluators are required to maintain their certification through a mentor-validated evaluation within three years of their last upgrade or maintenance. Otherwise, they are automatically downgraded (see next section).

Provinces may exempt an Evaluator from requiring maintenance on a case-by-case basis. Reasons for exemption include (but are not limited to):

1. Province unable to resource sufficient evaluators/evaluations
2. Pregnancy and/or maternity/parental leave
3. Illness or Injury
4. Career-based disruption
5. Other considerations outside of the evaluator's control

## EVALUATOR MAINTENANCE FAILURE DOWNGRADES

If an evaluator is unable to achieve a successful mentor-validated evaluation at the appropriate level within the maintenance window and has not been exempted from the maintenance requirement, a downgrade must be processed.

\* Note: downgrades can also be established through the requisite evaluations via the mentor-validated evaluation process. See “Evaluator Certification Administration” above.

Certification selection for a downgrade is dependent on how the evaluator failed to receive maintenance.

### RECOMMENDED A CERTIFICATION BELOW CURRENT

If the evaluator received one or more mentor-validated evaluations in the maintenance window, but none were sufficient for maintenance, the evaluator’s certification will be equivalent to the highest certification they were recommended in the maintenance window.

### DID NOT RECEIVE MENTOR-VALIDATED EVALUATION

If the evaluator did not receive a mentor-validated evaluation and has not been exempted from the maintenance requirement, their certification will drop by one level.



# EVALUATOR/ SUPERVISOR (SHOT CLOCK) ADMINISTRATION

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## EVALUATOR/SUPERVISOR CERTIFICATION

**The following is a draft. Actual details TBD.**

The NOCP training model of “clinics” has changed to “Pathways.” Pathways consist of multiple training modes that combine to ensure that we teach the fundamental skills documented in the Evaluator/Supervisor (Shot Clock) LTOD matrix at each Evaluator Level.

The Pathways may consist of:

- ◆ Self-directed eLearning
- ◆ Manual documentation
- ◆ Testing
- ◆ Face-to-face seminars (in person or online)
- ◆ Practical training

Movement through the Evaluator Pathways is not limited by certification level (i.e. Level). Evaluators can pursue higher-level training and improve their evaluator performance, regardless of whether that performance improvement consolidates into a Level upgrade.

There are two pathways in the Evaluator/Supervisor (Shot Clock) pillar.

## SHOT CLOCK EVALUATOR

**Pre-requisite:**

**Shot Clock Stage 5**

**Note: Does not require a Rank**

Shot Clock Evaluator is the onboarding pathway for new candidates. Candidates are introduced to the practice of Evaluating and trained in assessing Shot Clock ranks and delivering feedback to new and intermediate officials.

Shot Clock Evaluator consists of:

- ◆ Evaluator Fundamentals (self-directed eLearning)
- ◆ The Shot Clock Standard (self-directed eLearning)
- ◆ The NOCP Shot Clock Evaluator Handbook (documentation)
- ◆ Shot Clock Evaluator Calibration (in-person)
- ◆ 3 supported practice hours (one-on-one Candidate Assessment and sign-off)

Ringette Canada delivers Evaluator Fundamentals, The Shot Clock Standard eLearning, and the NOCP Shot Clock Evaluator Handbook electronically through the registration portal. Provinces must deliver the in-person Shot Clock Evaluator Calibration and 3 supported practice hours. Provinces should consider scheduling Shot Clock Evaluator Calibrations every four years and recruit candidates - sending them through the eLearning process in advance.

Shot Clock Evaluator Calibrations have no minimum participation, and they can be distributed geographically. Provinces can rely on registration statistics from the eLearning to decide when/if to host the Calibration.

## SHOT CLOCK SUPERVISOR

**Pre-requisite:**                      **Shot Clock Evaluator**

Through the Shot Clock Supervisor course, candidates refine their practices and skills as Evaluators. They are introduced to concepts and processes applicable to supervision and supervisors' role in events and development. They are trained in assessing and delivering feedback to Advanced Shot Clock Officials.

Shot Clock Supervisor consists of:

- ◆ **Supervisor Fundamentals (self-directed eLearning)**
- ◆ **The Shot Clock Standard (Facilitated face-to-face exercises)**
- ◆ **The NOCP Evaluator Handbook (documentation)**
- ◆ **Shot Clock Supervisor Calibration (in-person)**
- ◆ **3 supported practice hours (one-on-one Candidate Assessment and sign-off)**

Ringette Canada delivers Shot Clock Supervisor and The Shot Clock Standard through the registration portal. Ringette Canada will also schedule and deliver the Shot Clock Supervisor Calibration. Provinces must deliver the 3 supported practice hours.

# NOCP INSTRUCTOR FACILITATOR ADMINISTRATION

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## NOCP INSTRUCTOR FACILITATOR CERTIFICATION

NOCP Instructor Facilitators deliver the seminars, webinars, and other face-to-face learning opportunities designed by Ringette Canada for the NOCP. Instructor Facilitators have years of experience in their officiating pillar, knowledge of the rule book and detailed training through the NOCP on the delivery of these sessions.

## LEARNING PATHWAY

NOCP Instructor Facilitators onboard via one of:

1. The Core Instructor Facilitator Training consists of eLearning and a face-to-face seminar delivered by Ringette Canada every three years.
2. Completing Ringette Canada's Core Instructor Facilitator eLearning Module and presenting evidence of volunteer or

work experience to receive credit for the face-to-face seminar.

3. Completing Ringette Canada's Core Instructor Facilitator eLearning Module and successfully completing CAC's Core Learning Facilitator seminar.

All new NOCP Instructor Facilitators must complete two co-facilitated face-to-face seminars within the NOCP Learning Pathways.

## **CERTIFICATION**

NOCP Instructor Facilitators are immediately certified to conduct NOCP seminars. They may deliver material from any Learning Pathway<sup>1</sup> where they have successfully completed the pathway above it, or where they have obtained the Rank or certification that is associated with the Learning Pathway and held it (or upgraded) for at least two years.

<sup>1</sup> Some seminars within the NOCP Learning Pathways are restricted to selections made by Ringette Canada.

## **MAINTENANCE**

NOCP Instructor Facilitators may be asked to participate in Professional Development seminars on an ad hoc basis. NOCP

Instructor Facilitators may be required to co-facilitate periodically.

NOCP Instructor Facilitators must deliver an NOCP seminar once every two years in order to maintain their certification.

## **RE-BOARDING**

After a separation of more than two years, Instructor Facilitators must retake the Instructor Facilitator eLearning in order to re-board.

## **INSTRUCTOR FACILITATOR MAINTENANCE EXEMPTIONS**

Instructor Facilitators who do not deliver an NOCP seminar at least once every two years; or who miss required PD training are decertified.

Provinces may exempt an Instructor Facilitator from requiring maintenance on a case-by-case basis. Reasons for exemption include (but are not limited to):

1. Pregnancy and/or maternity/parental leave
2. Illness or Injury
3. Career-based disruption
4. Other considerations outside of the evaluator's control







**NOCP**

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**PNCO**

**The National Officials Certification Pathway (NOCP) is the program responsible for all official training material and programs for officiating under Ringette Canada. This includes training for on-ice officials, shot clock officials, timekeeping and scorekeeping officials, evaluators, and instructors.**