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**Umpire Development Program Policy Manual**

Section 1: Vision and Goals

*Vision Statement*

That the Softball Saskatchewan Umpire Program in partnership with the Softball Canada Umpire Program, local Umpire Associations and District U.I.C.’s provide leadership in identifying, developing and promoting officials and programs necessary to effectively service our membership.

*Goals*

1. To ensure quality programs and services are provided in an environment that is crated to address the wants, needs and development of our members.
2. To provide quality opportunities and initiatives that will attract new members.
3. To provide quality information and instruction to educate all members.
4. To ensure access to quality growth opportunities by providing consistent and accountable evaluation programs in a timely manner to all members.
5. To ensure communication is provided in a timely and consistent basis that creates an awareness of programs and services related to umpire recruitment and development.

Section 2: Umpire Development Committee Structure

The umpire program is operated by the Umpire Development Committee consisting of a maximum of two (2) members of the Board of Directors, Umpire-In-Chief, and three (3) Deputy Umpire-In-Chiefs upon approval of the Board of Directors.

Section 3: Budget

The budget for the umpire’s program is prepared by the Umpire Development Committee, approved by the Board of Directors, and administered by the Executive Director.

Section 4: Selection and Terms of Office

1. Umpire-In-Chief, Deputy Umpire-In-Chief (North), Deputy Umpire-In-Chief (South) and Deputy Umpire-In-Chief At Large.
   1. Any registered umpire in Saskatchewan may be nominated to the U.D.C. Eligible nominations must be received in the Softball Saskatchewan office by April 1st
   2. Elections will take place in the following rotation:
      1. UIC will take place every three years effective 2018
      2. UIC will have a maximum of two (2) consecutive terms per UIC tenure, thus limiting the UIC to six (6) consecutive years in office.
      3. DUIC-North (Districts 5, 6, 7, & 8) will take place in odd numbered with election every two (2) years.
      4. DUIC-South (Districts 1, 2, 3, & 4) will take place in even numbered years with election every two (2) years.
      5. DUIC At Large will take place every three years effective 2019.
   3. Elections will be conducted by the Board Liaison or his/her designate during the April District U.I.C. /U.D.C. meeting
      1. All registered umpires from the previous season are eligible to vote
      2. **All members of the Softball Saskatchewan Board of Directors are eligible to vote**
      3. **The Board Liaison or his/her designate will chair**
      4. **If anyone who is elected to one of the four (4) UDC positions resigns the Board of Directors will appoint a replacement. The UDC will be asked for their input prior to the Board finalizing their selection.**
2. District U.I.C.
   1. The U.I.C., in consultation with the District Director, shall appoint the respective District U.I.C.
   2. Term of office shall be unlimited.

Section 5: Registration

1. Softball Saskatchewan Registration
   1. Attend a Provincial umpire clinic yearly and pay the registration fee set by Softball Saskatchewan. (Must be a registered Softball Saskatchewan Umpire to work Provincial Playoffs)
   2. All umpires are registered with Softball Canada by paying the required National Fee as part of their Provincial Registration Fee
   3. Umpires selected for a Western or Canadian Championship must attend an Umpire Clinic.
   4. Active Umpires: An umpire who renews their certification and passes all requirements.
   5. **The On-line Exam must be completed by July 1st.**
2. Registration Fees:

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| --- | --- |
| Level I & Retired | $70.00 |
| Level 2 | $80.00 |
| Level 3 | $95.00 |
| Level 4 & 5 | $110.00 |

**Hard Copy Rule Books- $12.00 (the rule book is also available online)**

Clinic Workbooks- $5.00

1. Certification Levels
   1. Individuals must be a minimum of twelve (12) years of age to register as an umpire
   2. Umpires retired from the work force may maintain current level and register provincially and with Softball Canada but shall not be eligible for Western and Canadian Championships.

Level 1

*Pre-Requisites*

* None

*Training Requirements*

* Attend an umpire clinic and obtain 60% or more on the exam

*On-Field Application*

* Officiate local minor or adult softball and provincials

*Maintenance*

* Attend a provincial umpire clinic once every two years
* Write Softball Canada exam and obtain 60% or more

Level 2

*Pre-Requisites*

* Certified Level 1 umpire for a minimum of one (1) year
* Must be at least 16 years of age.

*Training Requirements*

* Attend an umpire clinic and obtain 70% or more on the Level 2 Certification Exam

*Evaluation*

* Receive one successful local or regional evaluation.

*On-Field Application*

* Officiate local and provincial level and/or local adult softball

*Maintenance*

* Attend a clinic once every two (2) years.
* Write the Softball Canada exam and obtain 70% or more.

Level 3

*Pre-Requisites*

* Certified Level 2 umpire for a minimum of two (2) years.

*Training Requirements*

* Attend an umpire clinic and obtain 80% or more on the Level 3 Certification Exam

*Evaluation*

* Receive one successful evaluation

*On-Field Application*

* + - * Officiate provincial minor or adult softball.
      * Qualified to officiate U19 Women’s fast-pitch, U20 Men’s fast-pitch, U23 Women’s fastpitch, or U23 Men’s fastpitch

*Maintenance*

* Attend a clinic annually.
* Write Softball Canada Exam and obtain 80% or more.

Level 4

*Pre-Requisites*

* Certified Level 3 umpire for a minimum of two (2) years.

*Training Requirements*

* Receive two (2) successful evaluations by provincial representative and recommendations forwarded to UDC.
* Receive a successful Level 4 evaluation at a U20 Men’s, U19 Women’s or a Masters fast-pitch Canadian Championship

*Evaluation*

* Attend a Softball Canada Level 4 Umpire Theory Clinic
* Obtain 80% or more on the Level 4 Certification Exam.

*On-Field Application*

* + - * Officiate provincial minor or adult softball.
      * Officiate a Canadian Championship and receive a successful LIV evaluation

*Maintenance*

* Attend a clinic annually.
* Write Softball Canada Exam and obtain 80% or more.
* Be active in provincial officiating programs.

Level 5

* This program is operated by Softball Canada

1. Umpires leaving the system (Level 1-4)
   1. If an umpire does not officiate or register as an umpire for a period of two or more years, they may return to their current level upon approval from the U.I.C. This may only happen once.

**Section 6: Player and Coach Ejections**

**Players and coaches who are ejected from a game must be reported. Umpires must complete a Game Ejection Report and submit to the Softball Saskatchewan office within three (3) days of the ejection. The Game Ejection Report is in a fillable format and available on the Softball Saskatchewan website. Game Ejections Reports must be completed for any League game, Sanctioned Tournament game, or Provincial Championship game.**

Section 7: Evaluations

The Softball Saskatchewan Umpire Development Committee will establish an approved list of evaluators to do evaluations.

1. Umpire travelling to Westerns or Canadians are 1st priority
2. Supervisors will be compensated for the weekend expenses
   1. An honorarium and daily per diem
   2. .47/km return mileage
   3. Accommodations will be compensated if required
3. Evaluations are to be distributed as follows:
   1. The umpire being evaluated will receive a copy
   2. Softball Saskatchewan Office
   3. **The Provincial UIC and the District Umpire-in-Chief**
4. **The Umpire Development Committee will organize two (2) Evaluations events annually one in the north and one in the south. These events may or may not be done at Provincial Championships.** T**he UDC may assign umpires and evaluators to these events.**

Section 8: Provincial Playoff Assignments

1. The District Umpire-In-Chief will assign umpires to all Provincial Championships. Umpires assigned shall be those who live near the Championship location regardless of which District they live in.
2. Provincial Championships leading to a Canadian Championship.
   1. Umpires selected to a Canadian **MAY** be assigned by the UDC to a Provincial Championship for an evaluation.
   2. The UDC will be responsible for any accommodations and transportation if necessary. Game fees are supplied by the host committee.
   3. The UDC **MAY** assign a qualified evaluator/supervisor to selected Provincial Final to assess and assist the umpires.
   4. If more umpires are required, the District Umpire In-Chief will assign

Section 9: Canadian/Western Applications

1. Umpires may submit their intent to attend a championship the following year to the Executive Director by September 30th.
2. Selections are based on the following:
   1. Umpires are asked to apply progressively; you shall apply for Western Canadians before Canadians.
   2. Umpires are eligible to apply for consecutive Westerns or Canadians

Section 10: Canadian and Western Selections

1. The UDC shall select umpires for Canadians and Westerns from the applications received and recommendations from the UDC & District Umpire-In- Chief's, for submission to the Board of Directors for their approval.
2. Umpires working Western Canadian or Canadian Championships shall be required to work Provincial Championships.
3. Umpires may not be selected for all categories of a Canadian or Western Canadian Championship
4. Umpires selected to work any Western or Canadian Championship MUST attend an Umpire Clinic in the year of the Championship. **In the Year that the UDC hosts an Elite Umpire Clinic this is the clinic that will be attended by all umpires assigned to a Canada Games, Western Canadian or Canadian Championships.**
5. **Umpires Selected for a MINOR Canadian Championship must provide a Criminal Record Check with Vulnerable Sector Search by April 15th.**