



BDCA POLICY No.B-5

Procedures, Protocols and Duties of the BDCA Umpires Committee

Purpose

This policy outlines the guidelines and procedures for the functions of the BDCA Umpires Committee appointed by the BDCA Executive Committee. It is define their role in administering all matters pertaining to umpires in the association.

Scope

The BDCA Umpires Committee is an operational committee consisting of three persons to administer all business pertaining to umpires within the Association and be answerable to the BDCA Executive Committee. It is responsible for recruitment, training and conduct of its umpires.

Structure of the Committee

The Umpires Committee is to consist of three persons. A Chairman will be appointed by the BDCA Executive Committee.

The Chairman will then form the committee to make up the three persons and shall be structured as follows;

- i. Chairman (Also to be a member of the BDCA Executive Committee)
- ii. Umpire Appointments Co-ordinator
- iii. Umpire Training Co-ordinator

Duties of the Committee

The Umpires Committee will be responsible to carry out duties and implement requirements as follows;

- 1 Advertise for new umpires each year as when and required.
- 2 Entice and encourage all umpires to attain and complete the Cricket Australia Umpire Level One course, then Umpires Level Two Course and where appropriate umpires to then progress to their Level Three certificate.
- 3 Determine and impart necessary current and ongoing training and an understanding of the BDCA bylaws and current Laws of Cricket as is required for individual umpires so as to have these umpires to an appropriate standard to commence their umpiring duties.
- 4 Ensure that all umpires are advised as to the necessity of complying with JLT insurance requirements prior to the commencement of play. If the ground, in any form, is considered dangerous the umpire will advise the two Captains, attempt to have the dangerous area corrected or repaired and if not possible advise the Umpires Advisor/s.
- 5 Ensure that new umpires comply with the required equipment umpires need to have with them including but not limited to an approved rated sun hat, a BDCA shirt,(supplied),a cricket ball counter, bowling markers, a rubber mallet, sun cream, notebook with pen, a copy of the BDCA bylaws, Current Laws of Cricket book, black trousers and belt.

Policy Name:	<i>BDCA Policy No.B-5: Umpires Committee</i>		
Approval Authority:	<i>BDCA Executive Committee</i>	Adopted:	
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- 6 Where possible and if all grades are allocated an umpires should allow new umpires to the Association the opportunity to umpire at square leg only with the highest ranked umpire in A grade and it is incumbent upon the A grade umpire to welcome the new umpire, to impart as much information and knowledge as is possible, answer as many questions as asked and ensure the appeal of being a BCDA umpire is promoted to the best of their ability during the course of the fixture as well as before and after the game. There should be remuneration awarded to the new umpire as agreed upon by the BDCA Executive Committee.
- 7 The Umpires Committee will need to, where possible, appoint umpires to every game played within the BCDA weekly fixtures and once all appointments are made, where there is a surplus of umpires, appoint the best two umpires, firstly to all A grade games and then the highest next grade and so on.

Criteria for Umpire Appointments

1. The Umpire Appointments Co-ordinator will make, in the first instance, weekly umpire appointments to all fixtures including T20 games, and or Association games determined on the markings out of ten of the Captains or using the previous year's standings with the highest ranked Umpire being appointed to the most important fixture in A grade, as determined by the current ladder positions, or that of the previous year, then to the next A grade game using this format all the way down through the B, C, D, E grades until all positions are filled on a merit based system.
2. Where all umpire positions are filled and there is a surplus of umpires, every effort should be made to have the best two Umpires appointed to the most important ranked A grade game, then the next most important game and so on. The BDCA Secretary, in confidence, will provide the Umpires Committee with the necessary captain's markings of the umpires in order of their rankings commencing with A Grade through to the lowest grade per fixture over a three fixture period.
3. Once each umpire has been awarded points over three fixtures, their points will be totalled and averaged and the average used to determine allocations over a period of three completed fixtures, based on merit. The umpires with the highest averages will not only be appointed to a particular grade but the importance of the fixtures is to be considered as envisaged by the Umpires Committee.
4. Then at the completion of this 3 completed fixtures the process shall be recommenced as to determine the highest ranked umpires and appointed once again for the next 3 fixtures. The Umpire Appointments Co-ordinator should ensure where possible despite the above system to ensure that one particular umpire should not be over exposed to one particular team.
5. The information gleaned from these Captain's reports should be used to firstly follow up with the Captains as to why an umpire has received a particular mark, then take this information and use this to impart feedback to the individual umpire and assist them. Use of this information should, where necessary incur further training, including but not limited to supplying additional literature, visual aids and or better explanation and understanding of the BDCA bylaws or the Laws of Cricket.

Policy Name:	<i>BDCA Policy No.B-5: Umpires Committee</i>		
Approval Authority:	<i>BDCA Executive Committee</i>	Adopted:	
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6. For the final series, the Umpires Committee will appoint the highest ranked umpires commencing with A Grade, then descending to the next highest grade until all positions are filled based upon merit. The Umpires Advisor/s should at all times be in regular contact with all umpires, through email and phone contact, ensuring meaningful feedback is provided both assisting, encouraging and praising where appropriate and necessary.

Summary

An honorarium may be paid to the Umpires Committee as determined by the BDCA Executive as a form of reimbursement for out of pocket expenses and time spent undertaking the duties of this committee.

Both the Umpires Committee and the awarded Umpire of the Year will be invited "Free of Charge" to the annual BDCA awards night and expected to attend.

Guidelines for Match Day Umpires

Match Day checklist for umpires;

ATTIRE & REQUISITES

1. *Approved rated sun hat.*
2. *BDCA shirt,(supplied)*
3. *Cricket ball counter*
4. *Bowling markers*
5. *Rubber mallet*
6. *Sun cream*
7. *Notebook with pen*
8. *Copy of the BDCA bylaws*
9. *Current Laws of Cricket book*
10. *Black trousers and belt.*

PRE-GAME PROCEDURES

- 1 *JLT MATCH Day Checklist to be completed*
- 2 *Team List from both clubs.*
- 3 *Receive payment from teams,*

POST GAME PROCEDURES

- 1 *Check that scoresheets are complete and correct*
- 2 *Submit Fielding and Spirit of Cricket Awards Votes*
- 3 *Sign Scoresheets*

CRITERIA FOR TEAM CAPTAIN'S TO ALLOCATE UMPIRE VOTES

- 1 *The votes are out of 10.*
- 2 *1-3 = Poor 4-5 = Average 6-8 = Good 9-10 = Excellent (bear in mind many do not have the excellent rating)*
- 3 *The votes are to be considered carefully without post game emotions affecting the voting. Look for consistency of decision making over both innings of the game.*
- 4 *Make constructive comments that could be helpful for future reference to the umpire of umpires officiating. Abusive comments will not be tolerated and will be deemed a reportable offence if considered offensive. Positive comments are also welcomed.*

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References

1. BDCA Local Laws
2. BDCA Constitution
3. ICC Cricket laws
4. CA Code of Behaviour
5. BDCA Policy No.D-4

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