

EAST BAY BASKETBALL OFFICIALS ASSOCIATION

A review of some of the most important policies - 10/26/08

1. DO NOT officiate injured; turn back the game. In the event of injury, illness or emergencies that prevent an officials from fulfilling his/her assignment(s), please call your assignor right away.
2. A referee will be assigned for each contest. It is indicated on your game detail assignment in RefTek. That assigned referee **MUST** contact the assigned umpire(s) within the time period of no more than three days less than 24 hours of the game assignment. If the assigned referee does not contact the assigned umpire(s) by 24 hours before game time, the umpire(s) **MUST** try to contact the referee. If you are given a game on a turn back game, it is **YOUR** responsibility to contact your partner(s). If you are unable to contact your partner(s) after several tries, **Marcella Dobbs** must be contacted no later than 9:00pm of the day preceding the game. Do not call the emergency number on game day unless there is a real partner emergency. Last year's few "no-shows" were all situations where there was no partner contact. "Contact" does not mean leaving a message on a machine; it means two people talking to each other. This way you'll be able to discuss arrival times, whether you'll be coming dressed, and where you'll be conducting the pregame conference. **Also partner contact does not mean e-mailing each other, (which is great) but you still must talk to each other.**

If no contact is made by either referee or umpire, and once the assigning secretary gets involved in making the contact, it will cost the contacting person \$10.00 dollars (see scenario's)

Scenario one: Referee can't make contact with umpire, referee calls assigning secretary. Assigning secretary will call umpire and make contact. It will cost the umpire \$10.00 for that phone call.

Scenario two: Umpire can't make contact with the referee, umpire calls assigning secretary. Assigning secretary will call referee and make contact. It will cost the referee \$10.00 for that phone call.

Scenario three:

For turn back games the new assigned official MUST make contact with new partner(s) immediately. If you don't and the assigning secretary has to phone new assigned person, you will be charge a \$10.00 phone fee.

ONCE THE ASSIGNING SECTRARY GETS INVOLVED WITH PHONE CONTACT, IT WILL COST SOMEONE \$10.00 FOR PHONE CONTACT.

3. You are expected to be at the game site at least **30 minutes** prior to game time for games beginning later than 6:00 p.m. and dressed and ready to go at least **15 minutes** before game time for afternoon games. Schools are very concerned when officials arrive late for their athletic events. Officials from earlier contests are annoyed at having to wait for the next crew to show up. Your partner is understandably disturbed when you arrive at tip-off time. Upon arrival to the site, officials are responsible for notifying the hose team site management. All officials are expected to take pride in their appearance on and off the court. **Tardiness cost**

you \$10.00. Don't be late. Don't protect your partner by not calling Marcella Dobbs if your partner is late. Coaches will call and let the association know who is late. Officials should always call when someone is late to a game. Tardiness or absence for a schedule game or scrimmage is a serious breach of Members In Good Standing and is subject to review by the board.

4. **NEVER** talk to one coach if the opposing coach is not present. In the past there has been some difficulty under-standing the word never. Please chat with Melvin Landry if you don't understand "never."
5. **DO NOT** switch games with another official. Always turn back games through **Marcella Dobbs**.
6. You must pass the written test by **December 13**. In recent years, a few officials haven't taken rules study seriously enough. Your schedule **WILL** be taken away if you do not pass the test. See the test-taking information sheet if you have further questions.
7. The Board has changed the form and procedure for evaluating your partner(s). You must follow the procedures outlined.
8. If your partner is a "no-show" at a game:
 - o contact your partner (take your roster everywhere) ten minutes before game time;
 - THEN**
 - o contact **Marcella Dobbs immediately** who will attempt to get a replacement; **THEN** it is expected that both officials will be at the game site at least 15 minutes before tip-off (see # 3 above). There is no magic time to begin worrying however. If there has been contact, there shouldn't be a problem. **The fee for a single person game is \$20.00. If you work the first two (2) quarters by yourself, before the replacement or your partner shows up, you will be paid additional \$20.00 on top of the normal game fee. If the assignor calls you and ask you to go to a gym site and the officials are there, you will be paid a show-up fee (15.00).**
9. Do not take anyone or anything to the game site that might cause you to devote less than **100%** of your attention to the game.
10. In a series of games where another crew is scheduled to work the next game, **DO NOT** leave the game site until the next crew has arrived. Since you have allowed enough time between your EBBOA assignment and another activity to allow for overtime games, you should not have a problem with staying a few extra minutes to make sure that the next game will be covered. We'll pay you extra if you work extra.
11. **Meeting attendance is critical.** The service fee for missing a meeting is **\$20.00 for unexcused**. It covers the costs associated with missing meetings and a modest penalty. **If you Contact Marcella Dobbs, the Assigning Secretary, in writing**, more than 24 hours before the meeting, the service fee will be reduced from **\$20.00 to \$5.00**. Please contact Marcella Dobbs **in writing** more than 24 hours before the meeting to report if you will be absent. The fine for showing up late to a game (after tip-off time whether the game has started or not) is **\$10.00**. If you arrive after the game has started; your game fee will be proportionally reduced. **The fine for a "no-show" is the fee you would have received for the game.**

12. The Member In Good Standing policy remains in effect. **(SEE MIG's FOR REVIEW)**
13. Blue evaluation cards are mandatory, not optional. Give them to coaches before league contests. Also please inform each coach, they may use our web site to submit blue cards evaluation. Web site address is: **RefTek.net**
14. Partner evaluation is mandatory, not optional. Complete and submit a partner evaluation for all games worked throughout the season. **The penalty for not submitting partner evaluation is no consideration for post-season assignments if you are a varsity official or reduction in assignments for non-varsity officials. You can submit your partner evaluation on RefTek.**
15. It is very important, that officials participate in a thorough pre-game discussion of the rules for two and three-person crew mechanics. The lead official is responsible for conducting the pre- game and making sure everyone understand and is involved in the pre-game discussion.
16. Officials are to maintain proper decorum throughout the Basketball game(s). Control of the game is the highest priority to ensure the safety of players. All officials are responsible for upholding this priority and adhere to the National Federation High School Rules. If there is an incident whereby a player, coach or spectator is removed from the game, please make sure you contact Clarence Mapp **THAT NIGHT** and then follow up with a written report.
17. **THE EAST BAY BASKETBALL OFFICIALS ASSOCIATION WILL BE PAYING OFFICIALS TWICE THIS SEASON ONCE IN THE MIDDLE OF JANUARY FOR ALL BALL GAMES OFFICIATED IN NOVEMBER AND DECEMBER. THEN YOU WILL BE PAID AGAIN IN LATE MARCH FOR ALL BALL GAMES OFFICIATED IN JANUARY AND FEBRUARY.**
18. If you turn back a game after you have accepted, the following fees will be assessed for turning back an assignment.
 - \$5.00 fee will be assessed for a cancellation two (2) days or more before assignment date.
 - \$10.00 fee will be assessed for at cancellation the day before the date of the assignment.
 - \$25.00 fee will be assessed for a cancellation the day of the Game(s). The fee may e reduced to \$10.00 by submitting a letter and proper documentation to the EBBOA Board. It does not apply if you are a college official and you will be working a college game.

policies