



Dublin Officials Association

Rules and Regulations for Members

Season 2017/2018.

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Registration

1.1 Membership of the Dublin Officials Association (D.O.A.) will be renewed or initiated by forwarding the required Application Forms together with the appropriate Registration Fees to the Secretary D.O.A.

1.2 Registration Fees **for the season 2017/2018** are as follows:

A.	FIBA	€60.00
B.	Grade 1	€60.00
C.	Grade 2	€60.00
D.	Grade 3	€60.00
E.	Introductory	€60.00

Renewal of membership is subject to the conditions laid down in the Constitution of the D.O.A.

1.3 All active members of the D.O.A. must be registered as members with Basketball Ireland. Registration information is available on the Basketball Ireland website, www.basketballireland.ie. Any member not registered with BI will not be appointed to games by the D.O.A.

Match Fees and Travel Allowances (**Season 2017/2018**)

2.1 Match fees for local leagues, tournaments and championships for which appointments are made by D.O.A. will be as follows:

Dublin Men's Basketball Board Games:

Grades	DMBB
All Grades	All Games Div 1
Game Fee	€20.00 per game.

Dublin Ladies Basketball Board Games:

Grades	DLBB
All Grades	All Divisions
Game Fee	€20.00 per game

Please Note: The fee for 3PO Games will be €20.00 per official with a maximum claim of two mileages between the three officials (Car Pooling is required).

- 2.2 TRAVEL EXPENSES for matches appointed by the D.O.A. will be:
- | | |
|-------------------|-------------------------------------|
| a. Mileage | <u>€0.25c per kilometre.</u> |
| b. Bus Fare | Actual fare paid |
| c. Rail/Luas Fare | Actual fare paid |
- 2.3 The Executive Committee reserve the right to reduce match fees and travel expenses payable to officials under special circumstances (Tournaments)
- 2.4 Members who officiate at a venue before or after PLAYING or COACHING will NOT be paid TRAVELLING EXPENSES.
- 2.5 **Claims may only be submitted for expenses actually incurred**, if travelling to a game with your co official expenses may not be claimed.
- 2.6 Taxi fare will not be paid under any circumstances.
- 2.7 M50 Tolls/ Port Tunnel Tolls will not be paid under any circumstance.
- 2.8 The Maximum Monthly claim for any one official is limited to €450.00 total for that month.

Referees Panel

- 3.1 All registered members of D.O.A. will be invited by the Secretary D.O.A. to join the panel of officials for appointments in the Dublin area. Each member is required to make him/herself available for appointments with a commitment satisfactory to the Executive Committee, D.O.A.

The NRC has re-instated the former grading system (Sept 2011). The grading structure will be now be:

F.I.B.A	still	F.I.B.A.
Level 3	now	Grade1
Level 2	now	Grade 2
Level 1	now	Grade 3
Intro	still	Intro.

- 3.2 A member who, for any reason, is unable to make a commitment to accept appointments shall be classified as a NON – ACTIVE member of D.O.A.

Referees Uniform

- 4.1 Blue/Black O'Neill's referee shirt available from NRC- Basketball Ireland, black slacks, black socks and black shoes are the approved uniforms for all members. Please log onto the NRC Website to buy the referees shirt. www.nrcireland.com (you will need to become a member of the site to be allowed access to the Shop Area of the website.)
- 4.2 Allowance will be made for Introductory Officials. **The correct uniform for Introductory Officials is black slacks, black socks, black shoes & plain grey T-Shirt.** However, Introductory Officials must be in possession of an O'Neills Referees Shirt (as in 4.1) before undertaking practical assessment.
- 4.3 Any members (including Introductory Officials) who are reported to the Executive Committee as having officiated without the correct uniform will be subject to a minimum of €10.00 fine unless extra ordinary circumstances prevail.

Appointments

- 5.1 Officials will be given at least ONE weeks notice of appointments.
- 5.1.2 Members will be deemed to have received their fixtures if they have not contacted the Fixture Secretary by the 1st of the month to advise non receipt of same. Any games missed as a result of failure to receive fixtures will be dealt with in accordance to Non Attendance Rules and Regulations.
- 5.2 If a member finds that he/she is unable to fulfil an appointment he/she must find a replacement of equal grade, who would normally be appointed to games of that standard.
- 5.3 Any change in appointment that involves a member with a lesser grade must be sanctioned by the executive committee D.O.A. The executive reserve the right to refuse any change in original appointment, in this event the referee is responsible for covering the game or finding suitable additional cover
- 5.4 Any official who holds a Grade 3 licence for less than one (1) must also have games with other Grade 3 officials approved by the executive committee of the D.O.A.
- 5.5 For all Men's Division 1 and 2 and Ladies Division 1 MUST be approved by a committee member. Failure to comply with this rule may result in disciplinary action
- 5.6 The Fixture Secretary D.O.A. should not, under any circumstances including injury, be contracted to find a replacement for an

appointment. If the Fixture Secretary is contacted a €15.00 **charge** will be imposed for each game requested.

- 5.7 All notice of unavailability must be received in writing by the Fixture Secretary D.O.A. prior to 15th of the previous month.
- 5.8 For all members who are also on the National League Officials Panel if they receive an extra National League fixture and already have an appointed D.O.A. game, they must inform the National Appointments Officer of their D.O.A. appointment. In the event of a replacement official not being secured, the D.O.A. appointment MUST proceed.

Non Attendance

**** Please read carefully as these procedures are in place for the 2017/2018 Season. Non-attendances at games will not be accepted from officials for the coming season **.**

- 6.1 The Referee MUST make contact with the Co-Official (s) at least 24hrs prior to tip off.
- 6.2 An official who fails to fulfil an appointment or provide a suitable replacement shall be subject to disciplinary action in accordance with the procedures laid down in the Constitution of D.O.A. The minimum sanction in such cases shall be an **automatic fine of €30.00**.
- 6.3 When an official finds that his/her co-official is not present for a fixture the following procedures MUST be followed:
- 6.4 Every effort shall be made to have a replacement found within the gymnasium. This official MUST be a current member of D.O.A. Each team, if necessary may be required to provide table officials.
- 6.5 If a replacement official is NOT found, an official with a Grade 3 award (**with a minimum of TWO seasons as a Grade 3**) or higher MUST officiate the game on his/her own. Coaches should be informed that their teams must play or lose the game by forfeit.
- 6.6 Once a replacement has been co-opted to do a game he/she CANNOT be replace by the original official if they arrive late.
- 6.7 **The one official present must notify the President via text on 086-195 0307 immediately after the game.** Please do not phone; text only with game & co-official details. Failure to report a non attendance of your co-official at a game will result in an **automatic fine of €10.00**.
- 6.8 The President will contact the non attending official by phone within 24 hrs of the non-attendance, during which an explanation as to the non-attendance will be required.

- 6.9 The non-attending official shall respond to the notification from the executive by email or post within 7 days of receipt of same.
- 6.10 The non-attendance will be notified to the club and the Board to which the non-attending official is representative of.
- 6.11 Should the explanation of the non-attendance be insufficient, the non-attending official will result in disciplinary action for the official in the form of a fine or suspension, and will be considered as an incident of non attendance.
- 6.12 Two incidents of non attendance (which resulted in disciplinary action) will result in the services of the DOA being removed from the club in which the official is affiliated to.
- 6.13 The Fixture Secretary may remove a member from a game or games while awaiting a response to outstanding queries; this will be done by notification either through phone or email.
- 6.14 Any decision by the DOA Committee can be appealed to Basketball Ireland. Written notification must be received of intent to appeal within 14 days of notification of outcome
- 6.15 All historical fines must be cleared prior to an official being accepted as a member of the association again.
- 6.16 An official who is made aware, prior to the start of the game, that his/her co-official will not attend the game and does not make contact with the Fixtures Secretary to update the appointment to the game will also be subject to an **automatic fine of €10.00.**

Timing Regulations

7.1 All matches organised by the Dublin Men's Basketball Board and the Dublin Ladies Basketball Board will have a duration of 10 minutes per quarter unless agreed by organising committee prior to event.

7.1.1 The below is to be applied in the event of less the 90 minutes available to complete the game:

7.1.2 Time available for the Match	Duration of Quarters
90 minutes	10 minutes
80 minutes	9 minutes
70 minutes	8 minutes
60 minutes	7 minutes
Less than 45 minutes	No Game

7.1.2 Half Time Intervals	
Men's Game	5 minutes
Ladies Game	3 minutes

- 7.1.3 Clock stopped for all matches as per F.I.B.A. rules
- 7.1.4 Extra periods for all matches will be players as per F.I.B.A. rules.
- 7.2 It is hoped that all matches will begin on time. If for any reason, the start of the game is delayed; the referee shall be guided by these regulations in deciding the length of the match or whether it shall be postponed. It is imperative that subsequent matches should not be affected; i.e. the following games must start on time.
- 7.3 Officials should be present in the gymnasium, properly attired, at least 20 minutes before the games are due to start.
- 7.4 "Three Minutes" signal should be given at the time the game is due to start. If, at the end of the three minutes, a team has not got FIVE players on the COURT, READY TO PLAY then a walkover may be awarded to the team present. For Men's games – 15 minutes shall be allowed after the designated time. For Ladies games – 10 minutes shall be allowed after the designated time.

Late Arrival

- 8.1 Where an official fails to appear before half time; that official will not be allowed to officiate if he/she arrives during the half time interval.

Scoresheet and Game Clock

- 9.1 Men's & Ladies Games: The home team, or first named team on the fixture list will be responsible for the provision of scoresheets and game clock and for the filling in of same
- 9.2 In the event of a scoresheet not being provided alternative material should be used and the game should proceed

Referee

- 10.1 Normally the official with the higher Grade Award shall be the Match Referee
- 10.2 In the event of both officials being of equal grade then the first named official on the fixture list shall be the Match Referee
- 10.3 When an official who is named as 'Referee' on the fixtures is replaced – the replacement becomes the 'Referee' unless the replacement is of a lower grade than the referee. When the 'Referee' is replaced and the replacement is of a higher grade than the referee the he/she becomes the 'Referee'
- 10.4 **The referee must ensure that the scoresheet is correctly completed in full, ensuring that the names of both officials that officiate the game are entered on the top of the scoresheet and**

that the scoresheet is signed by both officials, failure to sign the scoresheet will invoke a fine of €20.

Referees Report

- 11.1** Referees Report Forms will be circulated to all members and are available to download on the DOA Website, www.dublinofficials.com.
- 11.2** Referees will submit a report under the following circumstances
- 11.2.1** An official fails to attend for an appointment – see 6.2. onwards.
- 11.2.2** Players or Coach disqualified (both officials to provide report in writing to the Secretary D.O.A.)
- 11.2.3** Any other incident occurs which an official feels should be brought to the notice of the D.O.A in writing to the Secretary D.O.A.
- 11.3** Report forms must be submitted within 7 days of the incident – failure to do so will result in a fine of €15.00
- 11.4** Any incident during non – appointed, school and college games – both Officials must send in a report to the relevant Board and the Secretary D.O.A.
- 11.5** Copy to be sent to via email please:
Ken Prendergast (Secretary D.O.A.)
E| secretary@dublinofficials.com

Claim Forms

- 12.1** Claims for Men's and Ladies matches must be submitted on separate claim forms.
- 12.2** Incorrect claim forms will be returned without payment. The official will then resubmit a corrected claim form. A fine of €5.00 will be deducted from the subsequent payment by the Treasurer.
- 12.3** Claim forms should be submitted on a MONTHLY basis to reach the Treasurer D.O.A. by the **seventh day of the following month**. Claims received after that date may not be processed until the end of the season. A fine of €20.00 will be imposed for each month or part thereof, that a claim is late.
- 12.4** All claims must carry all game numbers. Failure to include all game numbers will incur a fine of €10.00

12.5 A member who replaces an appointed official at a fixture must indicate on the claim form the official whom he/she is replacing.

12.6 Completed claim forms should be sent to:
Gerry Kelly (Treasurer D.O.A.)
10 Whitethorn Park
Artane
Dublin 5
E: gakelly50@gmail.com

Development Seminars.

13.1 Seminars by D.O.A. must be attended by all members. The non-attendance fee is €30.00.

Applications for N.L.O.P Recommendations

14.1 Good standing/mature. Any member under suspension will not be recommended for National League Officials Panel. In the case a member is given a choice between Fine or Suspension – the fine shall be deemed to be the same as the suspension.

14.2 Advanced courses: As per National Referees Committee regulations: new/ex NLOP members as NRC regulation

14.3 Assessments: Members may be required to undergo practical assessments to determine suitability or alternatively D.O.A. shall liaise with the National Appointments Officer.

14.4 All applications for NLOP must be received by Secretary D.O.A. on or before the 31st August each year, in line with NRC request.

Grade Two Award

15.1 Candidates must be Grade 3 standard for at least **one** full season. Candidates must be of 18 years of age. All candidates must attend a Grade 2 course and pass the Grade 2 theory paper before a practical examination can be taken. Any candidate who fails the theory paper may apply to re-sit the paper at the next opportunity.

15.2 For practical examination – Divisions One Men's games will only be used. The co-official on the game will be of Grade 2 standard. The assessors on the game will be of FIBA or Grade 1 standard and there must be two officials assessing the game. If a candidate fails their first practical they will be given one further opportunity again on a Division

One Men's game. On failing the second examination the candidate must re-take another Grade 2 course at the next opportunity.

- 15.3** Assessors will not inform the candidate of the result – but the Development Officer, D.O.A., will in writing.

Honorary Membership.

- 16.1** A member who has retired and given at least 10 years continuous service or for the exceptional circumstances (i.e. medical reasons) may be proposed for Honorary Membership at the A.G.M.

Constitution.

- 17.1** All members of the DOA are governed by the DOA Constitution. A copy of The Constitution is available on the DOA website www.dublinofficials.com.
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