

# Umpire Policy

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## Objectives

1. To standardise the officiating and playing standards of petanque competitions in New Zealand.
2. To provide guidelines and procedures for umpires to ensure consistency of the application of the FIPJP Rules of the Sport of Pétanque and Petanque New Zealand rules and interpretations

## Applicability

This policy applies to all affiliated clubs, licensed players, competition officials and administrators involved in competitions played under FIPJP rules and PNZ rules and interpretations held in New Zealand

## Principles

### A. Sporting Principles

Petanque New Zealand seeks to consistently apply sound sporting principles to tournaments. Petanque New Zealand believes:

#### 1. Fairness

Everyone should be given an opportunity to pursue their goals and aspirations.

Fairness is:-

not just a way of behaving, it is also a way of thinking;

- is about operating within the letter and spirit of the rules; and

- is making informed and honourable decisions on and off the terrain.

#### 2. Safety

Everyone has the right to operate and participate in an environment that is physically and emotionally safe.

#### 3. Respect

Everyone should:

- recognise the contribution of every other person;

- treat everyone with dignity and courtesy; and

- take care of the environment, equipment and property.

#### 4. Responsibility

Everyone should take responsibility for their actions and be a positive role model on and off the terrain.

### B. Umpiring Principles

Petanque New Zealand believes that:

1. It is important to provide standard formats and practices in order to ensure that the quality of umpiring is nationally consistent.

2. Umpiring practices need to be regularly revisited and revised as necessary to reflect changes in the development of the sport.

3. Umpires should receive practical training in order to support the organisation and management of petanque competitions.

4. Respect of the rules and procedures is important for the equity of players.

## **Policy Statement**

1. Petanque New Zealand is committed to providing a comprehensive set of guidelines and procedures to ensure the effective and efficient umpiring of the sport of petanque in New Zealand.
2. As Petanque New Zealand is an affiliated member of the International Federation FIPJP and the Oceania Petanque Federation umpiring standards must be consistent with the FIPJP Rules of the Sport of Petanque and Petanque New Zealand rules and interpretations.

## **A. Provisions**

### **Umpire Classification and Requirements**

- a. Umpires in New Zealand are to be classed as follows:
  - Level 1 - Club Umpire
  - Level 2 - Regional Umpire
  - Level 3 - National Umpire
  - Level 4 – Confederation Umpire
  - Level 5 – International Umpire
- b. Umpires must:
  1. Be a member of Petanque New Zealand;
  2. Have an Umpire's Certificate issued by Petanque New Zealand.

## **B. Appointments**

- a. Manager of Umpiring
  1. The Manager of Umpiring is appointed by the Executive of Petanque New Zealand for a term of one year.
  2. The Manager of Umpiring is responsible for governance of the areas of umpiring at all levels including administering and co-ordinating the Umpire process and structure in New Zealand including the training, assessing and approval of Club, Regional and National Umpires.
  3. Maintaining the technical standards and qualifications for attaining Club, Regional and National status (Level 1, 2 and 3).
  4. Allocating Umpires for National tournaments controlled by Petanque New Zealand.
  5. Maintaining the Umpires tournament reporting system.
  6. Investigating any incidents of alleged poor Umpiring performances or misconduct.
- b. National, Regional and Club Umpires

The Manager of Umpiring will recommend to the Executive of Petanque New Zealand the appointment of Club, Regional and National Umpires subject to attending a Rules/Umpiring Workshop and successful completion of both an oral and practical examination.

### **C. Uniforms**

- a. Petanque New Zealand will issue Confederation, National and Regional Umpires with one Umpire uniform shirt, one vest and one hat. Umpires will be able to purchase additional shirts at cost price.
- b. Club Umpires may wear a badge supplied by the Manager of Umpiring

### **D. Competitions and Tournaments**

- a. The Manager of Umpiring shall appoint at least one National umpire for National tournaments. If two National umpires are not available a Regional Umpire can be brought in under their supervision to officiate and for training purposes.
- b. Official Petanque New Zealand Umpires officiating at any competition shall be responsible for administering the rules of play in accordance with the Official FIPJP International Rules of Petanque and any PNZ rules or interpretations.
- c. Official Petanque New Zealand Umpires can only officiate at tournaments played under FIPJP Rules. They cannot play in the tournament. There is no such person as a player/umpire.
- d. During the day, umpires no longer playing in the competition may become "official" umpires.
- e. If no umpire is present due to unforeseen circumstances, the tournament organising committee must nominate a suitable knowledgeable alternative person but only in respect of clarifying rules but not measuring other games boules/jack positions. This should be carried out by a player close by in another game.
- f. All officiating Confederation, National, Regional and Club umpires are to send an electronic report, within 7 days via the Petanque New Zealand website. See heading under Umpiring, Report Form, which automatically emails the completed report to the Manager of Umpiring for all competitions and tournaments played under the FIPJP Rules at which they officiate.

### **E. Restrictions on Officiating**

- a. Umpires are bound to respect and apply FIPJP and Petanque New Zealand rules, interpretations and policies.
- b. No Petanque NZ umpire, regardless of level or position, is to officiate in any tournament or competition that has not been approved or recognised by, or run in accordance with the guidelines for competitions and tournaments of Petanque New Zealand.
- c. An officiating umpire is not permitted to undertake any other duty with regards to the competition/tournament for which he/she is officiating (for example registration table, disputes committee, tournament director, coach).

### **F. Tournament and Activity Reports**

- a. Tournament Reports: Confederation, National, Regional and Clubs must be completed for all official tournaments played under FIPJP rules and PNZ interpretations by all Umpires for the event. The electronic report should be forwarded to the Manager of Umpiring within 7 days after the Event. This is part of the Umpires responsibility and could reflect on their position in future Umpiring activities.

- b. The names of the players and any warnings issued with the respective coloured card must be included in the Report for future situations that may arise and the education of any offending player.
- c. Failure of umpires to fulfill responsibilities as detailed in the above paragraphs may impede any future prospects of the officiating Umpire.

#### **G. Expenses**

- a. All expenses incurred by a Confederation, National Umpire when officiating at a National Tournament will need to be pre-approved by the Manager of Umpiring for reimbursement.
- b. All claims for expenses should be forwarded to the Treasurer Petanque New Zealand and the total cost included in the Umpires report. (No report/ no payment)

#### **H. Ongoing Training**

The Manager of Umpiring is to hold workshops and meetings with all Confederation, National, Regional and active Club umpires, at the appropriate time/level. In situations where distance makes the holding of regular meetings impractical, umpire's business may be conducted by telephone, or e-mail.

#### **I. Conduct & Discipline**

- a. The Manager of Umpiring is responsible for the performance of umpires throughout New Zealand.
- b. The Petanque New Zealand Umpire Code of Umpiring outlines the standards of behaviour for Petanque New Zealand Umpires.
- c. Any report or complaint regarding the behaviour or performance of an umpire is to be forwarded to the Manager of Umpiring at the earliest opportunity.
- d. In the case of poor Umpire performance, the Manager of Umpiring is to investigate the matter, consult with the Petanque New Zealand Executive and instigate corrective action. Sanctions may be applied for poor performance.
- e. In the case of misconduct or violations of Petanque New Zealand Constitution, Policies, Procedures, or Codes of Conduct by an umpire, the Manager of Umpiring is to investigate and refer the matter to the Petanque New Zealand Executive for action in accordance with the processes laid out in the Constitution.

#### **J. Downgrading or Suspension**

- a. As a result of poor performance or disciplinary action, an umpire may be downgraded, suspended or have his/her umpire licence revoked.
- b. If inactive without valid reason for an extended period, an umpire may be downgraded to a lower level or be required to re-sit and pass an examination in order to retain status.

#### **K. Examinations**

- a. **Setting**
  - 1. The Manager of Umpiring will set dates for National, Regional and Club

Umpiring examinations and be responsible for the compilation of written and oral examinations.

2. National, Regional and Club Umpire examinations shall be conducted as appropriate at any convenient time and shall be supervised by the Manager of Umpiring.
3. The Manager of Umpiring will organise refresher courses and workshops for existing Certified Umpires as appropriate to individual needs.

**b. Eligibility**

1. Any financial member of an affiliated club can apply to become a Level 1 (Club) umpire by forwarding a written application to the Manager of Umpiring. After passing the Written, Oral, and Practical exam, he/she will then be authorised (after ratification from Petanque New Zealand) to umpire in Club events within his/her respective Region and assist in Regional events.
2. After completing one full year as an active Level 1 (Club) umpire, the umpire may apply to sit for a Level 2 (Regional Umpire) examination.
3. After completing two Regional and assisting at one National tournaments in a two year time frame the Umpire may apply to be examined in theory, practical and oral Umpiring situations for a Level 3 (National Umpire) position.
4. Applicants must be physically fit and possess good eyesight as a prerequisite before applying to sit for a Club, Regional or National Umpire examination.
5. Applicants must comply with the FIPJP restrictions to be eligible to apply for a Confederation/ International Umpire Licence

**Reviews And Approval**

The Manager of Umpiring shall review this policy every two years.