



Eastern North Carolina Women's Lacrosse Official's Association Policies and Procedures

Executive Committee Members

Local Board Chair:	Lindsay Smart
Treasurer:	Alyssa Greco
Secretary:	Stephen Clayton
Recruitment & Training Chair:	Shanin Darley
Ratings Chair:	Elizabeth Andrews
Mentoring Program Chair:	Lindsay Smart
Youth Liaison:	TBD

List of Subcommittees/Roles

Assignors/Regional Supervisors:	Meaghan Seal, Triangle; Drix Niemann, Coast
ENCWLOA/USL Certified Trainers:	Meaghan Seal, Drix Niemann, Lindsay Smart
ENCWLOA/USL Certified Observers:	Elizabeth Andrews, Dan Tetnowski, Lindsay Smart

Requirements

The minimum requirements for active membership and to remain in good standing are listed in the USL WGOCs Manual. These include but are not limited to the steps listed below. For the most up-to-date list of steps, please refer to www.ENCWLOA.com. Please reach out to the Recruitment & Training Chair and the Local Board Chair for with any questions or if you need any assistance fulfilling the requirements below.

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| • Pay local ENCWLOA membership dues | \$50 DUE in September |
| • Be current member of USL | |
| • Pass the written test at the appropriate level | Annually (Jan/Feb) |
| • Attend the annual rules interpretation meeting | Annually (Jan) |
| • Attend classroom education (3 hours for L1, L2, L3) | TBD |
| • Officiate required scrimmages (2 HS) | Annually February |
| • Attend mid-season and post-season meetings | TBD LOCATIONS |
| • Complete any new USL or ENCWLOA online course(s) | Annually |

General Policies

- All members must follow the USL Code of Ethics (available in the Umpire's Manual)
- A grievance committee (comprised of at least 3 people) should be established to handle situations including but not limited to harassment of any kind.
- At the time of a grievance, the Local Board Chair will appoint the committee to hear the grievance and make a decision.

Training and Rating Policies

- Levels of umpiring as listed in *USL WGOSC Manual*
- See ENCWLOA website (www.ENCWLOA.com) and contact Local Board Chair.
- Each official is responsible for managing their own rating and requesting a re-rate game be scheduled prior to the expiration of their rating.
- Each official is responsible for providing updated-rating information to the ENCWLOA. The online rating form is used to provide rating information and is available on the Requirements page of the ENCWLOA website: <http://www.encwloa.com/resources.html>

The CONSEQUENCE for non-compliance is the removal from assigned games until the requirements are met. Additionally, a lapse in rating occurs when an official does not receive a rating prior to the

expiration of their current rating. When there is a lapse in rating, the official must complete all of the annual requirements and must attend the annual classroom and on-field training opportunities that are conducted by ENCWLOA for new officials. The official must then stand for a rating. Once the official has completed these steps, the official is once again eligible to receive game assignments.

LEVEL SPECIFIC rules include:

The North Carolina board requires the carrying of rule book and the Umpire's Manual. High school league play is 25 minute halves with stoppage of clock after goals. JV level plays 20 minute running halves. High school and college leagues have different reporting procedures for yellow and/or red cards.

Assigning Policies

- All middle school/youth, high school, and college club game assignments must come through your area Assignor. If contacted directly by a coach or Athletic Director about a game, please refer them to your area's Assignor.
- All officials are independent contractors and are therefore not guaranteed a certain number or level of games.
- Games are assigned through the Arbiter, please respond to game assignments in a timely manner and communicate with your Assignor about your availability. In the event you develop a conflict with an accepted game, first contact your Assignor. The Assignor may have a quick substitution or you may be responsible for finding an acceptable alternate.
- For Game Day issues, please note that officials are responsible for having their partner's contact info as well as the schools, which can be found in the Arbiter.
- Officials are responsible for paying an annual Assignor's Fee, not to exceed \$65 per NCHSAA guidelines.
- Please report any game issues (coaches, fans, equipment, field, etc.) to your Assignor as soon as possible so they may address the issue. Let your Assignor know if you have carded a coach or red carded a player. Use the Game Day Report Form that is available on the ENCWLOA website: <http://www.encwloa.com/resources.html>
- If schools or youth leagues have not paid you in a reasonable amount of time, please contact them directly. Your Assignor can provide contact information. If it still isn't resolved, your Assignor can also follow up with the organization.
- Each official is responsible for ensuring your personal information is accurate and complete in the Arbiter. The Arbiter is used for payments and communication.
- Your Assignor will be responsible for ensuring that your required information is updated in the NCHSAA database, including your service/scrimmage points, meeting attendance, and test scores. A background check will be done by NCHSAA for adult officials working high school games.
- ENCWLOA Assignor is Meaghan Seal who is also the NCHSAA Regional Supervisor for the Triangle area. NCHSAA Regional Supervisor and Assignor for the Coast is Drix Niemann.

I understand and agree to these policies.

Signature

Date