

# **Lake Region Basketball Officials Association, Inc**

## **Policies and Procedures**

1. Registration Dues: \$50 for primary members, \$35 for secondary members. Dues will be deducted from your first payroll payment. *No dues will be deducted for first year (new) officials.*
2. If you are not registered with the FHSAA, you will not be assigned games. Any outstanding administrative fees not reconciled from the previous season will be deducted from your first payroll payment.
3. All members who join LRBOA after 10/1 that have met all the requirements of another recognized local association will receive all benefits and privileges of membership of the LRBOA (documentation may be required).
4. The assigned referee (R) will be responsible for contacting the umpire(s) at least 72 hours prior to game time. If the referee has been unable to contact an umpire 24 hours prior to game time, then the R shall call the assigning secretary. If an umpire has not been contacted with 24 hours of game time by the R, the umpire shall call the R. If the R does not respond within 12 hours, then the umpire shall call the assigning secretary. The assigning secretary will make one call to the R and give the official 1 hour to respond. If there is no response, then the official will be replaced. If this policy is not used and there is a no-show, then the R and the no-show official will be fined a no-show fee. If you are a fill-in on a game, you are to contact your partners immediately (the assigning secretary will inform you of your partners).
5. All crews shall wear gray V-neck shirts.
6. “Work alone” policy: Double the game fee plus one travel fee if partner was called according to policy #4 above. If partner was not called, official will be paid a single game fee and travel. An official shall not be paid a partial game fee for working part of a game alone if his/her assigned partner(s) arrives late. If an official works part of a game alone and is then joined by a partner not originally assigned to that game, the officials may petition the Board at the conclusion of the season for consideration of a partial game fee.
7. Each first year official must complete the Level 2 background check required by the Jessica Lunsford Act and the FHSAA. No official will be assigned any games without completing this requirement.
8. The following guidelines have been established for consideration for playoff assignments (State series beginning with District tournaments):
  - . LRBOA member must be in good standing for 1 year before consideration.
  - . If selected for a State semi-final or final game, member will be removed from consideration for crew #1 for the following year in same gender unless selected by the FHSAA staff to work.
  - . To be considered for crews #1 and #2, member must work a minimum of 15 Varsity games during the season with 1/3 of the games (5) being in the gender of playoff consideration.
  - . For crews #1 and #2, member is required to possess a minimum of 5 years experience and satisfy the FHSAA minimum requirements.
  - . For crews #3 and following, member must satisfy the FHSAA minimum requirements.
  - . Participate in LRBOA sanctioned summer training activities.
9. “Late/No-show” policy: Late is defined as arriving or not checking in with game management less than 10 minutes prior to tip-off. No-show is defined as not arriving or checking in with game management until after the opening tip. If you arrive after the opening tip and work the game, you will not be paid for the game but you will not be fined. The R official is totally responsible for reporting any violations, including their own. Anyone not desiring this responsibility needs to notify a Board member before October 15. Administrative fees will be deducted from payroll payments and are as follows:

LATE:	\$10 PER OCCURRENCE
NO-SHOW:	\$50 FOR THE FIRST OCCURRENCE
	\$100 FOR THE SECOND OCCURRENCE
	SUSPENSION FOR THE THIRD OCCURRENCE
- TURNED BACK GAMES: \$5 PER OCCURRENCE  
*-turn back games are defined as: 1) games declined after the schedule has been posted; 2) games not accepted after receiving the schedule and; 3) games turned back after initially accepting said games.*
10. Any official not returning a signed Policies and Procedures form in its entirety at the beginning of the season will not be assigned any games until doing so.

**NOTE:** All policies and procedures of the LRBOA apply to **ALL** members.

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_