

POLICIES AND PROCEDURES
OF THE

SUNCOAST UMPIRES ASSOCIATION

as revised MARCH 23, 2003

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POLICIES AND PROCEDURES OF THE SUNCOAST UMPIRES ASSOCIATION

1.0 MEMBER GUIDELINES

1.1 Availability

Members will notify the Booking Agent of availability prior to the start of the regular season (January) for the period of February to June 1. This availability will remain in effect for scheduling purposes through the end of the regular season (June 1).

Notification of availability will again be submitted prior to the start of the summer season (May); this notification will remain in effect for scheduling purposes through the end of the season (December 31). Any changes in availability must be given to the Booking Agent 7 days in advance of assigned games.

2.0 SKILL LEVELS

2.1 The SUA has established 5 skill levels for member officials. These levels provide the Booking Agent the latitude to assign games from as large a manpower pool as possible. The levels are:

1. St. Petersburg Jr. College, Clearwater Christian College and all other levels.
2. High school class 4A, 5A and selected 6A games; some high school tournaments; and selected police athletic league; adult baseball leagues; American legion; and Florida Collegiate Baseball Association (formerly Stan Musial).
3. High school class 3A and 4A.
4. High school class A and 2A.
5. This is the rating given to all beginning umpires, and the umpire who is new to the association, until that umpire has been evaluated and rated accordingly. An official with this rating will generally be limited to youth leagues and junior varsity games.

2.2 Written notice is available upon request to each member of his skill level as determined by an Evaluation Committee appointed by the President.

2.3 The Evaluation Committee shall be composed of senior or other qualified officials who shall report their evaluations of individual members to the Board.

2.4 The Evaluation Committee shall oversee and observe the abilities, training, and performance of officials (especially new officials) under game conditions whenever

possible.

2.5 The Chairman of the Evaluation Committee shall be responsible to the Association for supervising evaluations of officials, especially new members of SUA.

3.0 MEETING REQUIREMENTS

3.1 Members should attend all meetings scheduled by the Board of Directors.

3.2 Excused absences from the general membership meetings are acceptable, provided the member has a valid reason and is excused by a Member of the Board. It shall be the responsibility of the excused member to make arrangements with the Booking Agent to receive his game assignments.

3.3 Unexcused absences from the general membership meetings are unacceptable.
Penalty: Games scheduled for that booking period shall be rescinded.

3.4 Rules and/or Mechanics sessions shall be conducted for twenty-five (25) minutes prior to each regular Association meeting. Attendance rosters shall be turned in to the Secretary.

4.0 RULES

4.1 Enforce all applicable rules at all times from the proper rulebook, with special emphasis on safety rules.

4.2 You will be informed of any special instructions or situations when officiating youth leagues, etc.

5.0 UNIFORM and EQUIPMENT

5.1 All members of the SUA shall wear the uniform as determined by the Board whenever on game assignment for the SUA.

5.2 Members are responsible for furnishing their own equipment, and maintaining said equipment in good and safe condition.

6.0 GAME RESPONSIBILITIES

6.1 Members should arrive 30 minutes prior to game start and inform home team. If you are going to be late, call the school and your partner. If an emergency arises that prevents you from getting to an assigned game, call the Booking Agent or a Board member (and keep calling until you notify someone). No recorded messages are permitted.

7.0 CURFEW TIMES

7.1 Some of our youth leagues have time limits. These time limits are to be observed under the ground rules established by these leagues.

7.2 High school, Spring College and American Legion do not have time limits.

8.0 RAIN OUT GAMES

8.1 Prior to your leaving for the game, every effort will be made to inform you that your game has been rained out or canceled. If you have not been informed of a cancellation remember: The Game is called At the Field at Game Time. GO TO THE FIELD.

9.0 NO SHOWS

9.1 There are no excuses for failing to show up for your game. If you can't make your game or have an emergency at the last minute, it is mandatory you call the Booking Agent or a Board Member (and keep calling until you notify someone). No recorded messages are permitted. Be courteous, call your partner also.

10.0 PAYMENT

10.1 There are various payment procedures for the different levels of games officiated by SUA members.

10.2 No Show Payment - If your partner does not show up you are to officiate the game yourself (provided the coaches agree). Your position shall preferably be behind the catcher.
Payment: you shall receive one and one-half (1 1/2) game fees at the rate of that ball game.

10.3 See the Payment Schedule for more information.

11.0 GAME FEE & TRAVEL FEE

11.1 Travel fee is included in all games officiated by SUA members.

11.2 Travel fee is to be paid to SUA members when they travel to a game without proper notification of cancellation, (90 min before game time), or that game does not become an official game.

11.3 See the Payment Schedule for more information.

11.4 Forfeits
A. Single game
B. Doubleheader

12.0 FINING POLICY and FINES

12.1 Uniform Infraction. For each uniform infraction you will be fined by the Board \$15.00 per occurrence each item.

12.2 No Show. For each infraction, the Board will fine you the game fee for the particular game.

12.3 Late for Game. You are required to be at your game 30 minutes prior to the scheduled game time. If you are late for the start of the game, the Board will fine you. Fine: One-half game fee for the particular game.

12.4 Game Reassignment.

- A. Booking-off within 24 hours of a game will result in a \$20.00 fine, distributed as follows:
\$5.00 to the Booking Agent, \$10.00 to the Association and \$5.00 as additional game fee to the replacement umpire.
- B. Booking-off between 24 - 72 hours of a game will result in a \$10.00 fine, \$3.00 to the Booking Agent and \$7.00 to the Association.
- C. Booking off between 3 days and 7 days of a game will result in a fine of \$5.00 paid to the association.
- D. Each member is entitled to one free book off to be used in the 3 day to 7 day period ONLY.

12.5 Booking Agent Penalties

- A. The Booking Agent shall be financially responsible for any errors that result in members being owed travel or game fees as determined by the Board of Directors.
- B. Any financial responsibility as determined by the Board of Directors shall be deducted from monies owed the Booking Agent.

12.6 Fines may be appealed to the Board of Directors.

13.0 NON-SUA GAMES

13.1 We, as an association, are obligated to provide officials to all schools, leagues, and groups that contract our services. Under no circumstances should members of the SUA officiate a non-SUA game if it conflicts with a game assigned by, or an official activity of the SUA.

13.2 Members should refer any games involving remuneration to the Board. The Board will decide if this association will offer a contract to officiate those games. If the SUA does offer a contract and it is accepted, assignment preference will be given to the official (s) who refer these games. If the SUA does not offer a contract, then SUA members are free to work these games as independent contractors. Officiating and receiving payment for non-SUA contract offered games will constitute conduct contrary to the best interest of the SUA and shall be subject to disciplinary action.

13.3 Members are encouraged to accept assignments for non-SUA games done on a volunteer basis (freebies). However, these games should not conflict with any SUA assigned game or official activity.

Examples:

- League A wants SUA to officiate their games. SUA does NOT offer contract to League A. SUA members can umpire these games.
- School B wants SUA to officiate their games. SUA offers contract but School B does not sign (too much \$). SUA members should never umpire these games.
- SUA member wants to umpire LL games in neighborhood league for free. SUA member can umpire these games.

14.0 OFFICIATING CONFLICTS

14.1 Officiating - Son or daughter on team.
 No official shall officiate a ball game in which his or her child is a member of that team.

14.2 Officiating - Coach of a team.
 No official shall officiate in the league or conference in which he or she coaches.

14.3 Officiating - Employee of school
 No official shall officiate the game of the school where he or she is employed.

15.0 CHAIN OF COMMUNICATION

15.1 The Board of Directors is the communications link between the general membership and the Booking Agents.

15.2 Except with regard to changing a game assignment, no direct communication between a member and a Booking Agent will take place.

15.3 Any questions which a member may have with regard to ratings, assignments, or other matters shall be taken up with the Board of Directors.

16.0 MISCELLANEOUS and/or UNACCEPTABLE CONDUCT

16.1 The Board shall address Miscellaneous and/or conduct unacceptable to the SUA. Appropriate action will be rendered if deemed necessary.

17.0 AMENDMENTS

17.1 These Policies and Procedures may be amended at any regularly scheduled Board Meeting or Workshop by a majority vote of the Board of Directors, provided a quorum of the Board is present.

Adopted by vote of the Board of Directors on March 23, 2003.

Recorded By:

Secretary

PROPOSED CHANGES

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The following subjects contain changes that were presented to the Board of Directors on March 23, 2003. Changes appear in **BOLD ITALICS, UNDERLINED**, within the text herein.

11.0 **GAME FEE & TRAVEL FEE**

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11.2 Travel **fee** is **to be** paid to SUA members when they travel to a game **without proper notification of cancellation, (90 min before gametime), or** that game does not become an official game.

**11.4 Forfeits**

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**B. Doubleheader**

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**C. Booking off between 3 days and 7 days of a game will result in a fine of \$5.00 paid to the association.**

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