



Northern California Water Polo Referees' Organization

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## **MAC POLO Chapter Membership and Assignment Policy**

In order to qualify for assignments to referee water polo contests that come under MAC POLO jurisdiction, an individual must satisfy the following general requirements:

### **General Requirements to Officiate CIF and Chapter Assigned USWP Competitions**

1. An individual must be a member in good standing of MAC POLO to obtain CIF or USWP assignments.
2. All MAC POLO dues and Chapter dues must be paid current. If an individual is a primary member (as defined below) of another MAC POLO Chapter, then a secondary affiliation fee shall be paid to the secondary Chapter in an amount established from time to time by the MAC POLO Board. If the official is participating in a guest referee program as established from time to time by the Chapter Board, the official must meet the requirements of said program.
3. Any monies owed by an individual to MAC POLO, the Chapter or to others for tariffs charged for missed meetings, missed or changed assignments or for other reasons as determined and assessed from time to time at the direction of a Chapter Board or its designee, must be paid current.
4. Payment of the required assignment fee as established by the Chapter Board.
5. Take and submit to the appropriate entity any required rules test or other documents related to substantiating the knowledge and proficiency of the individual. All such requirements shall be established at the direction of the MAC POLO Board and may be different for the various ranking groups.
6. Submit a signed Code of Conduct/Ethics in a form satisfactory to the MAC POLO Board.
7. Obtain liability insurance in a form satisfactory to the MAC POLO Board.
8. Attend the instructional meetings as specified by the MAC POLO Board. Attendance at the instructional meetings in any MAC POLO Chapter shall satisfy this requirement. The official shall be responsible for having the president or instructional chair of the Chapter that sponsored the instructional meeting inform the Primary Chapter president or designee that the individual attended the instructional meeting
  - A. Sanctions: Failure to attend the required instructional meetings shall subject the violator to disciplinary action including but not limited to forfeiture of remaining assignments, restrictions on the number and quality

of future assignments and elimination from consideration in being assigned to CIFSS playoff and championship games.

- B. Excused Absence: Referees may be excused from attending an instructional meeting or directed to attend another Chapter's instructional meeting due to conflicts with responsibilities related to the sport (such as officiating at a conflicting time), illness, injury or family emergency. At the Primary Chapter's discretion, an absence may be excused and/or a member may be instructed to attend another Chapter's instructional meeting. An individual shall be allowed One unexcused absence from the instructional meetings during a single academic year. Sanctions for missing instruction meetings shall be as follows:
- i. No sanction for excused absence.
  - ii. Two unexcused absences shall result in the member being placed on probation. Specific assignments shall be revoked as determined by the Primary Chapter Board or its designee.
  - iii. A third unexcused absence shall result in the forfeiture of the remaining assignments for the balance of the CIF season in which the second absence occurred. In addition that official will be given lowest priority for assignment for the immediate next CIF season in any MAC POLO Chapter.
  - iv. More than three unexcused absences in a single academic year shall result in that official being suspended from assignment in any MAC POLO Chapter for the immediate next CIF season as applicable.

The enforcement of this policy shall rest with the Chapter Board of the member's Primary Chapter or its designee, subject to the MAC POLO Board's approval.

#### **Priority Assignment Program – CIF and Chapter Assigned USWP Competitions**

MAC POLO Chapters shall establish training and mentoring programs to aid in the education and advancement for each member declaring that Chapter as their Primary Chapter. For purposes of this policy, the Primary Chapter shall be the one that:

1. A member declares as the Primary Chapter, on registering with MAC POLO.
2. Collects and forwards dues from the member to USWP, MAC POLO and the Chapter.
3. Tracks the member's test scores and attendance at instructional meetings and clinics.
4. Nominates the member for selection to CIF playoff assignments and Championships.

The training and mentoring program links directly to assignments granted. The Chapter assignor shall give assignment priority to Primary Chapter members, who meet the Chapter's membership and assignment requirements. A Secondary Chapter member that meets the General Requirements above shall be fully eligible for assignments in the

Secondary Chapter on a non-priority basis. The over-riding criteria governing all assignments shall be the member's rating and ability to officiate the assigned contest.

It should be noted that Area Chapters may establish additional criteria unique to that chapter's assignment process upon approval of the MAC POLO Board of Directors and that such additional requirements be made available to the MAC POLO membership.

### **Requirements for Primary Assignment Status**

1. Attend the Primary Chapter instructional meetings. A member may attend another Chapter's instructional meeting for purposes of satisfying the instructional meeting attendance requirement. However, the official shall not be qualified for priority assignments and will not be considered for CIF playoff assignments in the Primary Chapter unless that official attends the required instructional meetings in said Primary Chapter, or is granted an excused absence by that Primary Chapter. An individual must attend the instructional meetings even if the individual is not officiating that season in order to maintain Primary Assignment Status.
2. Actively participate in the Primary Chapter's training and mentoring program either as a mentor/instructor, an evaluator or student.
3. Officials must complete the minimum number of assignments designated by the Chapter Board, and in the member's Primary Chapter during each season the official wishes to be included in the priority assignment process in the Primary Chapter. An assignment is defined as 1) dual (a group of games, of varied levels [i.e. varsity, JV etc.] played at the same location on the same date) or 2) tournament (a group of games of one level, on the same date, at the same location). The MAC POLO Chapter shall set member assignment fees for games within its designated area.
4. Meet all the General Requirements specified above.

Priority Assignment Status applies only to CIF and Chapter assigned USWP competitions. Its primary goal is to aid in the training, education, and advancement of the MAC POLO membership.

### **Additional Requirements to Officiate MAC POLO Assigned USWP Contests**

1. An individual must be a member in good standing of MAC POLO to obtain USWP assignments.
2. All USWP, MAC POLO and MAC POLO Chapter dues must be paid current. If the official is participating in a guest referee program as established from time to time by the MAC POLO Board, the member must meet the requirements of said program. The MAC POLO Board, at its sole discretion, shall establish requirements for any guest referee program.
3. Any fees or penalties owed by a member to USWP, MAC POLO, or a MAC POLO Chapter must be paid current.
4. Take and submit to the appropriate entity any required rules test or other documents related to substantiating the knowledge and proficiency of the

individual. All such requirements shall be established at the direction of the MAC POLO Board and may vary by MAC POLO rating groups.

5. Submit a signed Code of Conduct/Ethics in a form satisfactory to the MAC POLO Board and USA Water Polo.
6. Obtain liability insurance in a form satisfactory to the MAC POLO Board.
7. Attend the instructional meetings as specified by the MAC POLO Board or its designee.
8. Submit a signed Independent Contractors Agreement in a form satisfactory to the MAC POLO board.