

HHUA Appointing Policy Season 2018-19

To contact HHUA Appointments Secretaries:

SATURDAY - appointments@hhua.co.uk or
mailto:davidboyle218@gmail.com

SUNDAY - sunday.appointments@hhua.co.uk or
mailto:Kevan.tate@btinternet.com

MIDWEEK - appointments@hhua.co.uk or
davidboyle218@gmail.com

Please note: As a general rule there should be no requirement to contact HHUA Appointments Secretaries by telephone after 10 p.m.

HHUA Appointments Secretaries will not normally appoint to venues

outside the County boundaries of Hampshire, Dorset and the Isle of

Wight.

HHUA Appointments Secretaries will appoint normally only to those

Clubs/ Institutions which are affiliated to HHA.

1. The Hockey Club Umpire Liaison Officer (ULO) is a key appointment within the appointing process. Clubs have a vital part to play if Appointments Secretaries are to succeed in their attempts to maximise the use of available umpires and to produce the monthly appointments lists one week before the first Saturday of the month. The ULO responsibilities should include:

Liaise with the HHUA Appointments Secretaries and the umpires, umpire

assessors and umpire coaches appointed to the team's matches. If a

Club ULO is in any doubt about what is required, then assistance should immediately be sought from the relevant HHUA

Appointments Secretary.

For Saturday and Midweek matches the ULO must provide the relevant Saturday Appointments Secretary, by the 15th of the preceding month, in writing, a list of all matches requiring HHUA appointed umpires, giving exact details of date, venue and start time. Failure to do so will result in a Refusal to Appoint (RTA) which may well, in the case of league fixtures, have further consequences for the Club in default. Amendments must be communicated to the relevant Saturday & Midweek Appointments Secretary, again, by the 15th of the preceding month.

Each appointed umpire, umpire assessor and umpire coach must still be PERSONALLY CONTACTED individually by the home team's ULO in good time, with initial contact at the very latest, by 9.00 p.m. on the Sunday before the Saturday or Sunday match to ensure availability and to confirm other details i.e. ground directions, traffic advice, time, venue, team colours, dietary requirements for post match refreshments and contact details in the event of any changes or (late) postponement/cancellation. This "contact" can be by telephone or by e-mail, but if it is to be by e-mail, then the first e-mail should be sent by the ULO at the weekend and should be confirmed as "received" by the appointed umpire. This means that the sending of the e-mail is not enough and if no reply is received, it must be followed up with telephone contact. Failure to make initial contact with the umpire(s), umpire assessor or umpire coach or to ensure completion of the direct contact process by the Tuesday deadline may result in a fine or the withdrawal of appointed umpires. If a ULO cannot raise an umpire, the relevant HHUA Appointments Secretary should be informed by the Wednesday at the latest. For Sunday matches the ULO must contact the relevant Appointments

Secretary at least ten days before the match day to which umpires are to be appointed. Subsequently the ULO must confirm Sunday appointments individually with umpires. For Midweek appointments, the completion of the direct contact process with appointed umpires must have taken place by the close of play on the Friday preceding the fixture; the initial e-mail should therefore be sent by the preceding Wednesday at the latest. Any changes to arrangements must also be communicated to the relevant Appointments Secretary without delay. For Hampshire Knock-out Competitions, ULOs should take note of the umpires' section of the competition rules printed in the HHA Handbook. In essence, the same arrangements apply to matches in these competitions as to matches in the South Hockey League. Matches played on grass should still start at 2.15 p.m. and 2.45 p.m. as appropriate to the time of year and as directed by the South League, and Hampshire Hockey Ladies League and other rules.

2. Umpires who are members of the HHUA are covered for insurance. Restrictions are advised to members who wish to officiate at League, Cup, BUSA (British Universities Sports Association) or friendly matches, if they are played wholly or in part under floodlights, in particular if the start times are later than 14.45 in September, October, February and March or after 14.15 in November, December and January. In addition, HHUA members are specifically requested that they should not accept requests to officiate at League, Cup or schools matches, if the appointment has been refused by the relevant HHUA Appointments Secretary, due to the match being played under lights on unauthorised grounds or outside the hours specified by the League

or

Cup Secretary.

Umpires have the authority not to start a match or to abandon it once

started should they consider that the level of floodlighting is insufficient to play hockey safely. It should also be made very clear that a player has every right, which should be exercised, to leave the

pitch if he or she considers the conditions under floodlights to be dangerous. There are also situations such as a frozen pitch, standing

water, inadequate markings, poor goals/nets, etc... that could mean

that a match cannot start or has to be abandoned.

For all matters concerning Floodlighting (new certificates, certificate renewal, advice etc.) please contact: HHA Lighting Administrator - E-mail [HYPERLINK lightingadministrator@hhua.co.uk](mailto:lightingadministrator@hhua.co.uk)

3. HHUA Umpires who receive HHUA men's or ladies neutral appointments

are asked NOT to accept any appointments from clubs who contact them

directly. They should refer such callers to the relevant HHUA Appointments Secretary, who will assist if he can do so without prejudicing the published Saturday Men's and Ladies Appointments.

4. All umpiring appointments are published monthly on the Internet at

[HYPERLINK http://www.hampshirehockeyassociation.co.uk/indexhhua.htm](http://www.hampshirehockeyassociation.co.uk/indexhhua.htm)

www.hampshirehockeyassociation.co.uk - appointments will only be

supplied by post if specifically requested.

5. Once HHUA umpire appointments have been published on the website,

there is likely to be an administrative charge (in the form of a £20.00 "fine") if the match is cancelled. The defaulting team will be charged by the website mechanism; if the defaulting team is from outside Hampshire, the home team will be charged and asked to recover

their costs from their intended opponents. If start time and/or venue is changed at short notice, requiring the re-appointment of one or both umpires, there is liable to be an additional administrative charge from HHUA.

6. It is the responsibility of the HOME team to provide post match refreshments for both HHUA umpires and any other appointed HHUA officials (Umpire Coach, Umpire Assessor). The captain or any other member of the home team should make sure the umpires and officials are specifically informed before the match, or immediately after it, as to where such refreshments are being made available. If refreshments are not offered, the home team is liable to be fined £6.00 per person not catered for. It is helpful for the team ULO [when confirming arrangements with the umpires prior to the fixture] to give them an indication of where post-match refreshments are served, but it is essential that somebody from the home team actually speaks to both umpires on the day of the match.

7. If a match is postponed or cancelled for whatever reason, it is the responsibility of the home team's ULO to make direct contact with both appointed umpires, any appointed HHUA assessor(s) or developer(s), as well as the relevant HHUA Appointments Secretary as soon as possible. If such postponement or cancellation occurs at short notice, a telephone call may be more effective than an e-mail or a text message. In any case it is the direct responsibility of the home team's ULO to obtain from all HHUA officials confirmation of receipt of any voice, e-mail or text message, in order to ensure that no HHUA umpire or umpire assessor/developer makes a wasted journey to a non-event. If the weather is doubtful (frost, ice, snow etc.), the home team is responsible for making an early pitch inspection and should not

take

the view that the umpires can travel to undertake such inspection!

8. ULO and captains of the twelve HWHL Division One teams should note

that the league rules for the provision and actual attendance of HHUA

appointed umpires differ between men's and women's hockey.

Men's Hants Surrey Regional 1 and Regional 2: If either or both umpires fail to attend for whatever reason or withdraw from their appointment at short notice, the teams may agree to play with an umpire recruited on site or from one of the two participating teams. If the teams cannot agree the match is postponed.

Men's Hants Division 1 and Division 2: If either or both umpires fail to attend for whatever reason or withdraw from their appointment at

short notice, the teams must play the match and if an umpire cannot be

found, the home team must withdraw a player from their team and use

him as an umpire. If in doing so the home team is reduced to ten players, the away team must also play with ten players. In other words, the absence or non- appointment of one or both umpires is not a

reason for a postponement.

Women's South Premier 3B League: the league rules allow for a suitably

qualified umpire to replace the missing HHUA umpire, providing that

both team captains agree; once this has happened, there is no opportunity for either team to complain about the ability of the replacement umpire.

Women's Hants Division 1: If either or both umpires fail to attend for

whatever reason or withdraw at short notice from their appointment,

the match should be postponed. In the light of this rule, captains and

ULOs HWHL Division 1 should note that the HHUA Selection Committee has

decided that if an HHUA umpire withdraws from an appointment to an

HWHL D1 match after 12.00 noon on the Friday [before a

Saturday
appointment], that umpire will not be replaced by leaving a Men's
Hants D2 match without one of its appointed HHUA umpires. In
such a
case, the HHUA Saturday Appointments Secretary will do his
utmost to
cover the withdrawal as best he can [possibly with a double header
appointment], but under HWHL D1 league rules such a situation
may well
lead to a postponement.

Updated July 2018

David Boyle, HHUA Saturday & Midweek Appointments Secretary

Kevan

Tate, HHUA Sunday Appointments Secretary