



**National Programme Umpiring Association
National Programme Umpire Selection Panel Guidelines**

1. Constitution

The National Programme Umpire Selection Panel (NPUSP) is authorised by the National Programme Umpiring Association Executive Committee (NPUAEC), as a sub-Committee of the NPUA, to conduct their business in accordance with the Constitution of the National Programme Umpiring Association (NPUA) and in accordance with these guidelines.

In addition, there may be guidance notes produced from time to time from the NPUAEC governing specific aspects of appointing policy. Such guidance notes may be permanent or temporary. The NPUSP shall abide by such guidance notes in the same manner as these guidelines.

These guidelines are intended to be reviewed on an ongoing basis.

2. Composition of NPUSP

The NPUSP shall comprise

- Eight selectors covering the outdoor National Programme
- The Coaching Manager
- The appointments co-ordinator.

The Chairman of the National Programme Indoor Umpire Selection Panel (NPIUSP) - an additional place on the panel if that person is not an outdoor selector.

The Chairman or alternate of the NPUAEC shall be an ex-officio member of the panel

An Indoor Sub-Committee called the National Programme Indoor Umpire Selection Panel (NPIUSP), reporting to NPUSP, will manage indoor Appointments.

In addition to the NPUSP, there will be a number of accredited assessors who will carry out umpire assessments on behalf of the NPUSP.

3. Selecting the Selectors & Assessors

3.1. Qualification

Selectors will normally be required to fulfil one or more of the following criteria:

- Active Level 3 Umpire coach
- Qualified player coach
- Retired International or National Badge Umpire
- Active FIH or EHF Umpire Manager

Umpires who are still active in the National Programme are not therefore eligible to be selectors.

There is no limit on the number of accredited assessors.

Assessors will normally be required to fulfil one or more of the following criteria:

- Active Level 3 Umpire coach
- Qualified player coach
- International or National Badge Umpire (current or retired)
- FIH or EHF Umpire Manager
- Respected Level Two Umpire Coach

Umpires who are still active in the National Programme are therefore eligible to be assessors.

Match Delegates shall not normally be utilised as assessors, while on duty as a Match Delegate.

3.2. Appointment

The NPUAEC will invite people to fulfil the respective roles including the role of Chairman, on an annual basis.



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4. NPUSP Responsibilities

4.1. General

The NPUSP are responsible to the NPUAEC. There will always need to be policy directives and management controls to ensure an efficient service and that we operate within budgets.

The NPUSP are responsible for:

- The maintenance of the National Programme Umpire Managers Registers.
- The maintenance of the Level 3 Umpire Coach Assessors List.
- The appointment and progression of umpires to the appropriate national and international programmes
- The appointment and progression of umpire managers in the National Programme
- The appointment of Level 3 Umpire Coach Candidates and Assessors.
- Completing and collating Umpire Performance Reports
- The development of all members (e.g. personal goals, conferences, meetings etc.).
- The awarding of National Umpire Badges.

Although the NPUAEC shall determine the overall policy and process, the NPUSP and individual selectors retain the unfettered right to select.

The NPUSP and each individual selector must achieve and maintain credibility with umpires at all times.

The NPUSP must strive for consistency in their approach and assessment of umpires.

4.2. Umpire Appointments Policies

The NPUSP and NPUAEC will jointly publish all selection policies and constraints to all NPUA members.

Financial constraints may influence the appointments of umpires and selectors. Every effort will be made to ensure that a **sensible balance** is maintained and that each umpire is subsequently afforded equal opportunity irrespective of geographic location etc.

Any other appointments policies developed from time to time must be documented and included in these guidelines.

4.3. Appointments

NPUSP have responsibility for the appointment and the notification of appointments of all umpires, umpire managers, selectors, assessors and umpire coaches in the National Programme.

The NPUSP as a whole is responsible for the underlying policy judgements behind any set of appointments.

The process should be identical for all indoor and outdoor appointments, both EHL and tournaments.

All appointments shall be made having regard to availability of umpires and any other constraints as directed by the NPUAEC.

Every tranche of appointments must have a preface, which outlines the thinking behind that set of appointments. The preface, acting as a summary of the policy judgements underlying the appointments should be those of the whole NPUSP rather than those of a sub-committee, so that all selectors are involved, accountable, and able to explain the thinking behind the appointments to umpires whom they meet.

In the interests of economy, umpires appointed to a game should (where possible) make arrangements to **travel together** either part of, or all the way to the match / tournament / event.

Where appointments are made specifically with joint travelling in mind, only one umpire can claim expenses.

Every effort must be made to publish appointments at least 3 weeks in advance of the match or event, and at least 6 weeks in advance of any match or event which includes a normal working day.



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4.4. Umpire Panels

Umpires are accepted on to the National Programme Register of Umpires following successful assessment umpiring in the EHL. The NPUSP is responsible for the assessment of candidates in accordance with the criteria for the Level Three Umpire Award.

The NPUSP will also maintain and publish the membership of the umpire panels, for each gender, eligible for appointment by the NPUSP as follows:

Premier Panel: Those umpires who will get priority for appointments to the National Programme and the Premier Division of the EHL.

Premier A Panel: Those umpires who have consistently demonstrated an ability to progress their levels of performance are and are considered to have the greater potential for advancement above the A Panel. These umpires will get appointments to the National Programme and Division 1 or above of the EHL.

A Panel: Those umpires who will get appointments to the National Programme and Division 1 or above of the EHL.

A Development Panel: Those umpires who have consistently demonstrated an ability to progress their levels of performance are and are considered to have the greater potential for advancement above the B Panel. These umpires will get appointments to the National Programme and the Regional Divisions or above of the EHL.

B Panel: This Panel comprises of those umpires when available, will get appointments to the National Programme and the Regional Divisions or above of the EHL.

The women's programme only has umpires in the three panels, Premier, A and B. Umpires who are given priority for appointments at a higher level are marked with a star.

4.5. Umpire Fitness

Umpires in the National Programme and National Badge Umpires are required to be both physically and mentally fit.

The fitness test and the level of fitness required will be set by the NPUAEC each season, following recommendations from the NPUSP.

All National Programme umpires shall have their physical fitness assessed annually and as required by the NPUSP.

4.6. Maintenance of National Programme Status

If the performance or fitness standards of a National Programme Umpire should fall below those considered by the NPUSP to be acceptable, the NPUSP may withdraw the umpire from appointments, demote the umpire to a lower panel, or remove the umpire from the National Programme Panels. Such demotion or removal will be notified to the individual umpire and to the NPUA Secretary who will inform the other necessary parties.

In the event of a member allegedly acting inappropriately in matters concerning performance, the Chairman of NPUSP - with the agreement of two other selectors, shall have the power to withdraw the member concerned from appointments pending a hearing, which should take place within three weeks of notification of the incident.

Hearing. Any alleged incident within the remit of the NPUSP shall be considered by three members of the NPUSP, who shall have the power to take such action as they may consider appropriate, including a financial penalty, suspension from appointments or removal from the National Programme Panels. The member concerned shall have the right to attend the hearing and be represented.

Appeals. Members shall have the right to appeal to decisions taken above to either the NPUA appeals panel (consisting of three officers of the Association, nominated by the Chairman), or to the EH Umpiring Committee, but not both.

Any National Programme Umpire who **without** notifying the NPUSP of an acceptable reason, does not accept appointments for the whole of any one half Season (i.e. September - January, February - June), may be removed from the active register of NPUA umpires.



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4.7. National Badge Awards

The NPUSP is responsible for the identification of National Badge Candidates and for their assessment in accordance with the National Badge Award criteria.

The NPUSP will maintain and publish a list of all currently active National Badge umpires.

4.8. Communication with Umpires

The NPUSP and NPUAEC will jointly publish all selection policies and constraints to all NPUA members.

The NPUSP shall keep all National Programme Umpires individually and collectively informed of matters affecting them.

The NPUSP shall re-publish the National Programme Umpire Panels after each meeting of the selectors.

4.9. Meetings

The NPUSP should meet at least three times each year - dates of meetings to be established annually for the calendar year.

The NPUSP will meet additionally at the discretion of the NPUSP Chairman.

Any significant issues that arise between meetings will be dealt with by the NPUSP Chairman after consultation with the NPUA Chairman and as many of the NPUSP as can be contacted.

It is recognised that an increased number of assessments and get-togethers will carry an increased cost. NPUA is committed to securing the necessary resource to translate aspirations into reality.

A summary of the minutes of all meetings of NPUSP and NPIUSP shall be published on the NPUA web site.

5. Selectors individual responsibilities

Each of the panels of umpires will have one named selector who will co-ordinate selection reports and communication to and from the umpires in that panel.

One selector will be responsible for liaising with Clubs in each Division of EHL, on an ongoing basis through the season. This means that Clubs have an open and clearly defined channel of communication with selectors in the course of the season.

Each region will have one selector who will liaise with that Regional Umpire Association / Committee and Regional Hockey Association (where needed).

The Chairman of the NPIUSP will co-ordinate indoor umpiring.

One named selector will be responsible for co-ordinating international outdoor appointments

One named selector will be responsible for liaising with the Young Umpires Programme.

Clearly, selectors will have to take on more than one role for this to work.

6. Availability and Appointments

In normal circumstances, individual's availability as an umpire, umpire manager, selector, assessor, coach or mentor will be sought 5 times a year, with each half of the outdoor season being covered by two sets of availability. The fifth set of availability will cover the indoor season.

NPUSP members undertake to make themselves available as often as possible for assessment and other selection duties, covering both women's hockey and men's hockey.

Wherever practicable, one or more members of the NPUSP should be in official attendance at tournaments involving National Programme umpires.

Acceptance of tournament appointments (including Reserves) made by the NPUSP requires the umpire or selector to be available from the time of the Tournament / Event Briefing through to the conclusion of the tournament / event except in exceptional circumstances and with the prior agreement of the Chairman of the NPUSP.

Each National Programme umpire should normally be watched by a selector or assessor at least once in any season.

Wherever practicable, all new umpires on the National Programme should have two coaching appointments in their first season.

Umpires targeted for coaching should receive coaching as soon as practicable.



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6.1. Umpire Performance Reports

Performance Reports submitted by Selectors and Assessors are confidential to the NPUSP. Reports will be entered into the NPUA web system, which makes them available to the individual umpire concerned. Any feedback from international authorities will be treated in the same way as National Performance Reports.

On every occasion an appointed Selector or Assessor is present, a written report (Performance Report) of the umpires' performance will be submitted. The report is to be entered in the NPUA web system within **seven** days of the assessment.

The Performance Report is written for, and addressed to, the umpire concerned.

A copy of each Performance Report is made available to England Hockey. This may be done in periodic batches.

Selector's and Assessor's expenses should be submitted to the NPUA Claims Administrator, through the NPUA system. The expenses claim procedure will be identical to that used for umpires.

7. Input from Clubs

In addition to being able to raise general issues of interpretations, approaches, attitudes, etc., Clubs will be asked to assess individual umpires on every outdoor match in the EHL.

By the Tuesday following each match, each club will submit their rating of the two umpires on that match (using the same rating system as above). The submission will be through the NPUA web system. Each club will have the opportunity to furnish more information, by e-mail, to the Selector responsible for that Division. The assessment categories are as follows:

- 7 Excellent
- 6 Very Good
- 5 Good
- 4 Satisfactory
- 3 Disappointing
- 2 Very Disappointing
- 1 Unacceptable

The NPUA Club Feedback Co-ordinator must notify Stephen Barlow of any late / non returns, whereupon a fine of £ 20 will be levied.

Scores for each umpire are automated collated by the web system.

Individual umpires will not see their individual ratings from clubs. At the end of each half season umpires will be shown their average ratings and those of their panel overall. These average scores will also include average weighted scores, which mitigate the influence of clubs that give consistently high or low ratings.

The individual data is confidential to the selectors, and is fed in to the selectorial mix. Thereafter, the selectors will select.