

So you are going to be an UMPIRE



NATIONAL GOVERNING BODY FOR TRACK & FIELD, ROAD RUNNING, ROAD RACING AND CROSS-COUNTRY

This is What We Will Cover in This Webinar

- 1) Roll of an Umpire
- 2) Description of Chief Umpire (CU), Assistant Chief Umpire (ACU), Section Head (SH), Umpire (U) and Chief Lap Scorer (CLS)
- 3) Observing and Reporting
- 4) Types of Infractions
- 5) Types of Meets and Optimum Number of Umpires
- 6) Points to Remember
- 7) Tips
- 8) Comments



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In General, Officials are:

- Knowledgeable
- Systematic and aware
- Caring, but firm and consistent
- Congenial but impartial
- Calm and composed
- Presentable (proper attire)
- As an Umpire, should be “Invisible”



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The Definition of an Umpire is:

- “The Umpire is said to be the “EYES” of the Referee without the authority to make any final decision.”
- They observe the competition closely.
- In case of a violation, failure or infringement they make a written report.
- In some cases they may be asked to be lap score judges, wind gauge operators or manual timekeepers as backups.



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Where Do You Find Umpires?

- | | |
|-----------------|-----------------------------|
| On the Track: | Running Races |
| | Hurdle Races |
| | Steeplechase Races |
| | Relay Races |
| | Racewalks Events (at times) |
| Out of Stadium: | Cross Country |
| | Road Racing/Marathons |
| | Mountain Racing |
| | Racewalks Events (at times) |



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Umpires:

- Observe** - lanes
- competitors
 - hurdles
 - steeplechase barriers
 - relay zones
 - baton exchanges

- Report** - infractions
- infringements
 - did not finish (DNF)
 - assist with lap scoring



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Observations May Include:

- 1) Athlete bib number/name, hip & chest numbers
- 2) Athlete uniform colours, school name, club name, etc.
- 3) Lanes on straights or bends
- 4) Proper cut-ins
- 5) Hurdle: heights, flights, weights and position
- 6) Steeplechase barriers: heights, position and water jump
- 7) Baton exchange in relay zones
- 8) The surrounding areas



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Reporting Includes:

- 1) Infractions, infringements on bends and/or straights
- 2) Hurdle infractions/infringements
- 3) Cut-in too early
- 4) DNFs & where they occur
- 5) Stepping off the track and then back on
- 6) On - or - over the line, on bends and straights
- 7) Pushing, shoving or impeding the progress of another athlete (deliberate?)
- 8) Failure to exchange the baton correctly



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Reporting Continued

- 9) Receiving assistance
- 10) Pacing
- 11) Wheelchair drafting
- 12) Unsportsmanlike conduct (ex. Swearing)

“ If you **THINK** you saw something, you probably did”

Write it down. Either make a report or write a note.



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Steps to Take When Making a Report

- 1) Signal your SH (or ACU) with a “Yellow”
- 2) Mark the track with tape, if requested
- 3) Start filling out the Umpire Report Form, report verbally to your SH or ACU
- 4) Stay in your position
- 5) Fill out the form as best you can & sign it & time
- 6) On distance races, indicate which lap according to leader’s lap
- 7) For DNFs, you “wiggle” the yellow signal back & forth
- 8) Don’t congregate, make your own report



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The Umpire Report Form

On the Form:

- Indicate event no., athlete no., sex, age group, name or club, lane no., heat no. or Final
- On the oval indicate your position and where the incident took place
- Write a brief description of exactly what you observed
- Umpire name, signature, time



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Role of Chief Umpire (CU)

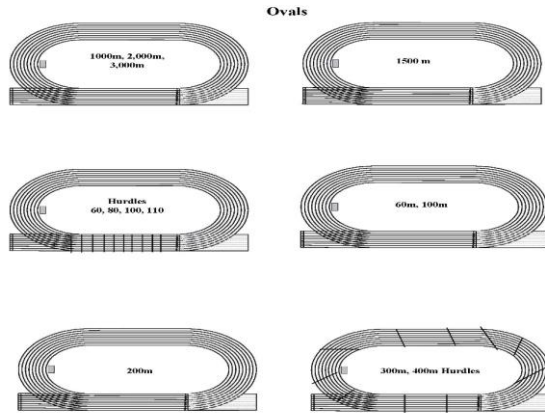
- 1) Communicates with all the Umpires assigned to the meet
- 2) Assigns Assistant Chief Umpire (ACU), Section Heads (SH), Chief Lap Scorer (CLS), Umpire Team Sheet and LS Team
- 3) Prepares all the "OVALS" for all the events, positions the Umpires and some duties.
- 4) Distributes Umpire manuals/binders/folders if provided with oval sheets, team sheets, meet schedules and other pertinent info.
- 5) Reviews the rules of signaling: clear, infraction or DNF
- 6) Has a meeting with ACU and SHs
- 7) Watches for signals from ACU and SHs
- 8) Receives reports from SH or ACU and delivers to TR or signals "all clear" to TR
- 9) Collects all manuals/binders/folders at the end of the meet or at the end of the day's session, along with radios/walkie-talkies, stools
- 10) May be asked to do other duties by TR.
- 11) At higher caliber meets; lines up the umpires for the correct walk or designates someone to do this
- 12) Meets with TR, TIC and possibly Technical Manager



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OVALS Sheet and TEAM Sheet



Met _____ Date _____

Track Referee

Assistant Track Referee

Chief Umpire

Assistant Chief Umpire

Section Heads			Lap Scoring Team
Team	Team	Team	Team
○	○	○	○
○	○	○	○
○	○	○	○
○	○	○	○
○	○	○	○
○	○	○	○
○	○	○	○
○	○	○	○
○	○	○	○
○	○	○	○

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Role of the Assistant Chief Umpire (ACU)

- 1) Steps in when the CU is called away
- 2) Usually officiates from a different side of the track from the CU
- 3) Collects Umpire Report Forms from nearest SHs and relays information to the CU. May recommend disqualification at times.
- 4) Steps in for an Umpire when they need to be excused for any reason.
- 5) Assists the CU in obtaining sheets, stools, equipment, radios etc.
- 6) May be asked to become a CU for a session or two.
- 7) Prepares for their next step in upgrading



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Role of the Section Head (SH)

- | | |
|--|---|
| <ol style="list-style-type: none"> 1) Attends the meeting with the CU and records what the CU wants conveyed to the Team of Umpires 2) Holds a meeting with team to relay the information the CU wants them to know 3) Assembles their team of Umpires at the assigned time and place for walk-ons 4) If requested, ensure that the Umpires mark the track where the infraction occurred, then remove the tape 5) Check their team members for the signals after the race 6) Walks to the Umpire | <ol style="list-style-type: none"> 7) Signals to CU or ACU if there is a report (as pre-assigned) 8) Checks the report of the Umpire for all the necessary info and initials or signs it 9) Takes the report to the CU or ACU 10) Signals to CU when the athletes are ready in the Relay Zones 11) May replace an Umpire when they need to be excused 12) May volunteer to assist the CU or ACU in acquiring equipment, sheets etc. |
|--|---|



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Role of the Umpire (U)

- | | |
|--|---|
| <ol style="list-style-type: none"> 1) Goes to the assigned position in an orderly manner and waits for a signal to cross or sit. 2) If allowed to sit do it in unison 3) Signal the SH at the end of the race or when asked to do so 4) Fills out the Umpire Report Form if an infraction, DNF or incident is observed 5) Should make a note if any unusual incident occurs 6) Report assistance or coaching to the athletes within the competition area | <ol style="list-style-type: none"> 7) Check to make sure the cut-in is correctly marked if at that position 8) Check the correct positioning and/or height of the hurdles if asked to do so 9) May be asked to straighten the hurdles after the last warm-up 10) May be asked to re-position the hurdle if it is knocked down after the race 11) Position yourself to achieve the best view of the hurdle 12) Remove any tape pieces that were left on the track after the race |
|--|---|



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Role of the Lap Scorer & Team

- 1) A Section Head (SH) or Umpire (U) will be designated as Chief Lap Scorer (CLS) and a group of Umpires will constitute the Lap Scoring Team
- 2) The CLS will arrange to have the lap scoring sheets ready, complete with bib nos. for the timed laps
- 3) The CLS will arrange for a bell ringer, lap counter, split timer and possibly chairs or stools
- 4) A running total should be used and all sheets are signed and handed to CLS

OUTDOOR LAP RECORDING FORM

EVENT: _____

Chief Lap Scorer's Initials: _____

		LAPS TO GO		COMPETITORS' NUMBERS & LAP TIMES				
Laps Completed	10,000m - 25 Laps	1	24					
		2	23					
Event (Distance) & Total Laps		3	22					
		4	21					
		5	20					
		6	19					
		7	18					
		8	17					
		9	16					
		10	15					
		11	14					
		12	13					
		1	13	12				
		2	14	11				
		3	15	10				
		4	16	9				
		5	17	8				
		1	6	18	7			
		2	7	19	6			
		3	8	20	5			
		1	4	9	21	4		
		1	2	5	10	22	3	
		2	3	6	11	23	2	
		1	3	4	7	12	24	100.1
		2	4	5	8	13	25	100.1

Lap Recorder's Name: _____ Lap Recorder's Signature: _____

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Types of Meets and Number of Umpires Suggested

Area, Regional or District Meets

- employ all levels of Umpires
- examples are: all comers, twilight, club meets, high school meets
- usually all Umpires work together as a team but one Umpire will most likely act as a CU and have the "ovals" or instructions

Range of Umpires - 6 to 12



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Types of Meets & Numbers Continued

Provincial Meets

- large enough to have a TR, CU and maybe 2 SHs
- examples are: Indoor & Outdoor Provincial Championships for Age Groups, University Conference Championships, Provincial Legions, Provincial Summer Games, Provincial WPA Championships, High School Championships

Range of Umpires - 12 to 24



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Types of Meets & Numbers Continued

National(N), National Championships(NC), International, Worlds

- National Meets are designated by NOC
- National Championships are: Canada U20 & Open, Canada Indoor U18, Combined Events National Championships, USport Championships, Canada Summer Games,
- At times we may have Commonwealth Games and Specialty Type Games. (International Children's Games, WPA Meets, etc.)

NOC & BOC designate many of these officials at the AGM

Range of Umpires - 24 to 32



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Points to Remember About the Type of Meet

- In Area, Regional or District Meets, the Umpire acquires the experience to learn what it is to be an Umpire and is usually mentored along the way in order to move up to the next Level.
- At Provincial Meets, usually an Umpire has reached Level 3 or is working on their Level 4. This is a bit more structured than the above. You have more to consider when working these meets.
- At the N, NC, International, Worlds, the Umpire is now a Level 4 or 5 and the Meet is considered High Caliber. It may be televised and/or live streamed. Protocol comes into effect.

Note: This all applies to the WPA Meets also.



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Umpire Supplies

In the Umpire “tool kit” items that should be included:

- Umpire Manual/Binder (may be provided) or clipboard or folder
- Pens/pencils, scrap paper, tape, paper clips, small post-its
- Highlighters (different colours)
- Signaling device (yellow/green card)
- Umpire Report Forms
- WA Rule Book or WPA Rule Book (for personal reference)
- Personal items needed for different types of weather



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Tips for Provincial and Higher Meets

- 1) Assemble where you have been told to do so 10-15 minutes before the start
- 2) Move on & off the track in an orderly manner - single file
- 3) Position yourself at your spot so that you have a clear view
- 4) If chairs or stools are provided, sit when CU has instructed
- 5) Check Hurdles if asked by CU for height, weight, position
- 6) If assigned to Lap Counter or Wind Gauge, practise them
- 7) In races with a cut-in, ensure cones, prisms or flags are in readiness
- 8) Check for curbing, if it is being used
- 9) Be familiar with the Umpire Report Form and maybe sign a few



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Tips Continued

- 10) Signal card in most parts of Canada is, “yellow” for infraction and “green” for all clear
- 11) Remain focused, “You are an Umpire not a Spectator”
- 12) Seek medical help or EMS, if required by an athlete or other official
- 13) Do not assist a WPA athlete to get back in the chair or push to get them started again
- 14) Use “heads up” when you need the way cleared
- 15) If you are not sure of something that was told during the pre-event meeting, please ASK.



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In Conclusion

- Some say that, at times, being an Umpire is a very lonely job especially during the distance races, but you are there for the athletes and they appreciate everything you do.
- Just a note: many of the “Tips” are some of the things I have learned along the way. You may have many more to add.

Enjoy Your Journey as an UMPIRE!!!!



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QUESTIONS



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THANK YOU !



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