

# BC WHEELCHAIR BASKETBALL SOCIETY (BCWBS)

## OFFICIALS POLICY

### 1. Purpose

The purpose of this policy is to clarify how BCWBS manages officials and classifiers involved in BC competitions.

### 2. Application

This policy applies to on-court officials and classifiers involved in BCWBS competitions and events. Officials and classifiers involved in Canadian Wheelchair Basketball Association (CWBA) Domestic Events are governed by the specific rules and policies of CWBA.

### 3. Game Fees for On-Court Officials

BCWBS on-court officials shall be reimbursed for their services as outlined in the fee schedule below:

LEVEL OF COMPETITION	2 PERSON SYSTEM	1 PERSON SYSTEM
Mini-Basket (8 ½ Ft)	\$30.00 per official	\$35.00 per official
Junior (10 Ft)	\$40.00 per official	\$40.00 per official
BC-CWBL (Division 1 & 2)	\$47.50 per "A" level official \$40.00 per "B" level official	Same as 2 person system
Provincial Team/ Canada Games	\$47.50 per "A" level official \$40.00 per "B" level official	Same as 2 person system
National Championship Events (Junior, CWBL, Men's/Women's)	As per the CWBA Officials Policy	As per the CWBA Officials Policy

\*A & B level are designations assigned by the BC Basketball Officials Association (A – Experience, B – Beginner)

### 4. Classifier Fees

BCWBS classifiers shall be reimbursed for their services as outlined in the fee schedule below.

This fee is based on providing a minimum number of hours of service per day.

- one day of service - \$100 (minimum of 5 hours)
- two days of service - \$150 (minimum of 8 hours over 2 days)

### 5. Travel Expenses

Officials will be eligible for reimbursement of expenses incurred in association with BCWBS competitions and events as per the Expenses Policy attached as "Schedule B".

### 6. Selection for Events

Officials will be reviewed and evaluated by the BCWBS Head Official and nominated for available positions based on proven level of ability, commitment to the sport, and available finances of the BCWBS to support travel to competitions.

### 7. Code of Conduct/Officials Examination

- All BCWBS officials will be asked to sign the BCWBS Officials Code of Conduct.
- All BCWBS officials involved in the BC-CWBL and above level of competition will be required to complete the CWBA official's examination on an annual basis.

### 8. Recognition

BCWBS officials will be recognized in a variety of ways, including but not limited to:

- Annual BCWBS Official of the Year Award
- Guests at Provincial & National Championship Banquets

### 9. Review and approval

This policy was revised by the Board of Directors on September 8, 2008 and will be reviewed on an annual basis.

## Schedule "B"

### EXPENSE POLICIES

Officials employed by the BC Wheelchair Basketball Society are entitled to be reimbursed for all reasonable and pre-approved expenses incurred in the course of their duties as follows:

#### 1.0 TRAVEL TO AND FROM MEETINGS, CLINICS & TOURNAMENTS

(To be applied when travelling in excess of 100km per round trip)

Prioritized modes of travel

- 1.1 Personal vehicle at \$.40 per kilometer, plus tolls and ferry costs if necessary
- 1.2 Bus fare
- 1.3 Rail fare
- 1.4 Return economy airfare

#### 2.0 NECESSARY GROUND TRANSPORTATION (To and from Airports and Depots)

- 2.1 Bus, Airporter, etc.
- 2.2 Limousine Service
- 2.3 Taxi
- 2.4 Parking

#### 3.0 ACCOMMODATIONS

- 3.1 Shared hotel or motel rooms, where possible
- 3.2 Single room accommodations; other charges (phone, meals, valet, etc.) charged against the hotel room must be paid by the individual when checking out, leaving only room charges on the bill to be paid by BCWBS.

#### 4.0 PER DAILY MEAL ALLOWANCE (No receipt required)

- 4.1 \$40.00 per day (\$9.00 breakfast, \$11.00 lunch, \$20.00 dinner)
- 4.2 When meals/banquets are supplied by BCWBS during the event, the daily meal allowance will be reduced accordingly.

#### 5.0 CLAIMS

To claim reimbursement for all of the above:

- 5.1 Save your receipts
- 5.2 Submit claims stating reasons for expenses (and attaching receipts) to the Treasurer or the BCWBS Provincial Office