



2021-2022

OFFICIALS' HANDBOOK

North Country Region Volleyball
4445 West 77th Street, Suite 237
Edina, MN 55435

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www.ncrusav.org

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Welcome to USA Volleyball (USAV) and its affiliated association, North Country Region (NCR). This officials' handbook is a guide to USAV and NCR and provides detailed information regarding guidelines, procedures, and requirements for officiating with NCR.

NORTH COUNTRY REGION (NCR)

North Country Region Volleyball is a non-profit, membership organization. As one of 40 regions under the umbrella of USA Volleyball, which is the National Governing Body of Volleyball in the United States as designated by the United States Olympic Committee, North Country Region is the upper Midwest chapter of USA Volleyball. The Region serves as the foremost agency for junior and adult players, club directors and coaches, parents and spectators, officials and scorekeepers, sitting and sand with the intent of Growing the Game. High quality service with high quality experiences is the Region's operating standard.

For additional information regarding NCR, please visit our website: www.ncrusav.org.

NCR MISSION AND VISION

Mission: Service | Opportunity | Growth | Education | Safety

Vision: Volleyball for Life™: For all ages, skill levels and aspects both within and surrounding the game within Minnesota, North Dakota, South Dakota and the Upper Peninsula of Michigan.

NCR CONTACT INFORMATION

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Officials' Chair Email: officials@ncrusav.org (Travis Karlin)

NCR/USAV MEMBERSHIP

All NCR officials who reside within NCR's geographical jurisdiction are required to be a member of NCR-USAV. Out of Region officials must register within the Region where they reside. NCR-USAV membership registration can be found here: [NCR-USAV Membership](#).

BACKGROUND SCREENING POLICY

All adult officials are required to have a background screening through USAV. USAV will not accept a background screen that is completed outside of the organization. Such a policy better ensures that adult members working with minor age athletes have been thoroughly vetted at a consistent, high standard across all Regions.

Updated Background Screen Policy: Beginning with the 2020-2021 season, background screens will be required yearly. Any background screen performed during the 2020-2021 season will be grandfathered through the 2021-2022 season. This is a United States Olympic Paralympic Committee (USOPC) policy for all National Governing Bodies which requires full background screen yearly.

What does this mean for you and your personnel who need background screens? All current background screens that do not expire this season and new screens performed prior to 12/31/2019 will remain under pre USOPC new requirements. These screens will be good for two years (expiring 8/31/2021) with no annual rescreen requirement and no additional cost.

SAFESPORT TRAINING

SafeSport is a required training for adults who have regular contact with amateur athletes who are minors, and/or have regular contact with or authority over an amateur athlete who is a minor. The training must be completed before regular contact with an amateur athlete who is a minor begins, including officiating any matches or participating in any on-court training. The “Core” training is required also prior to eligibility to take the Refresher. This training is available to USAV-NCR members for free.

Paid officials who are 16 and 17 years of age are also required to complete SafeSport training prior to any regular contact with an amateur athlete who is a minor begins; however, parental consent must be given for the course to be issued. The parental consent form can be found here: [SafeSport Parental Consent Form](#).

INDEPENDENT CONTRACTOR AGREEMENT

Officials who are certified by North Country Region/USA Volleyball are not employees of NCR or USA Volleyball. All officials serve as independent contractors when officiating at NCR/USAV sanctioned events. The term as an independent contractor lasts for one year and must be annually renewed.

As independent contractors, officials are responsible for maintaining appropriate financial records for tax filing purposes. IRS Form 1099-MISC will be issued to officials by NCR. Since officials are independent contractors, NCR officials are not entitled to benefits, including workers' compensation or unemployment. As current members of NCR/USAV, officials are covered by USA Volleyball's liability and secondary health insurances during NCR/USAV sanctioned events. NCR is not obligated to guarantee a minimum number of officiating assignments.

FORM W-9

Officials must have an accurate IRS Form W-9 on file at the NCR office in order for payment to be issued. IRS Form W-9 can be found here: [IRS Form W-9](#).

OFFICIATING UNIFORM AND EQUIPMENT

- Certified Polo: white, blue or grey
- Navy Slacks (polyester or wool blends preferred over cotton)
- White Socks
- White Shoes (with no or as little colored accents as possible)
- Black or Navy Belt
- Certification Patch (if applicable): worn on chest in front of right shoulder

***NCR Event Uniform Modifications for Apprentice and Provisional Officials:** Plain polo shirt (any color), dark pants in good repair, clean shoes in a reserved color (ie. white or black). No patch is required.

Minimum Equipment Needed: Electronic whistle, backup traditional whistle with lanyard, flipping coin, timing device (watch preferred), Yellow/Red card, mask which covers mouth and nose

Additional Recommended Equipment: Net chain and/or tape measure, ball pump and pressure gauge, line judge flags, small referee bag to hold items, domestic competition regulations (rule book)

ANNUAL ONLINE OFFICIATING TRAINING

New, Provisional and Regional officials are all required to complete online training and certification/recertification through USA Volleyball. Detailed instructions on how to register for the online training can be found here: [Online Officiating Training Registration](#).

CERTIFICATIONS OF OFFICIALS

National Referee

A National referee rating is awarded by USA Volleyball at a USA Volleyball National Championship event or other designated national rating site.

A National referee is authorized to accept assignment to officiating the following levels of play:

- All sanctioned competitions within any USA Volleyball region
- The U.S. Open Championships, USA Volleyball Girls' Under-18 Championships, and the USA Volleyball Girls' or Boys' Junior National Championships

Requirements to obtain a National referee certification are stated in the USAV guidelines which can be found here: [USAV Referee Certification Guidelines](#)

Junior National Referee

A Junior National referee rating is awarded by USA Volleyball at the USA Volleyball Girls' Junior National Championships or other designated national rating site.

A Junior National referee is authorized to accept assignments to officiate the following levels of play:

- All sanctioned competitions within any USA Volleyball region
- The USA Volleyball Girls' Under-18 Championships and the USA Volleyball Girls' or Boys' Junior National Championships

Requirements to obtain a Junior National referee certification are stated in the USAV guidelines, which can be found here: [USAV Referee Certification Guidelines](#)

Regional Referee

A Regional referee rating is the highest level USA Volleyball certification North Country Region can award to an official. This rating is awarded to a person who has held a Provisional certification for at least one season, preferably two, and who has met the minimum standards for Provisional referees as noted below:

- Must be a current USAV member.
- Has a clear current USAV background screening.
- Has current SafeSport training certification.
- Serve a minimum of one year as a Provisional referee.
- Attend a referee clinic as schedule by the NCR Officials Chair.
- Complete online Officiating Training – Regional
- Receive a passing grade (84%) on the USAV A or B written/on-line examination. All exams must be corrected to 100% with rule references.
- Completes On-Court training with the NCR Training Team at least every other year.
- Completes requirements for Regional Scorer.
- Has strong knowledge of the rules, mechanics and techniques for both R1 and R2, including R2 transition.
- Shows awareness of rotational faults.
- Recognizes back row faults.
- Exemplifies attention to professional detail: demeanor, attitude, appearance, teamwork, time management
- Must be at least 18 years of age.
- Beginning with the 2021-2022 season, all Regional officials must work an NCR Event, a USAV National Event, OR conduct an NCR Clinic to maintain their Regional status.

Provisional Referee

A Provisional referee rating is a mid-level USA Volleyball certification for referees. This rating is awarded to a person who has met the following minimum standards for referees.

- Must be a current USAV member.

- Has a clear current USAV background screening.
- Has current SafeSport training certification.
- Complete online Officiating Training – Provisional
- Receive a passing grade (84%) on the USAV C written/online examination. All exams must be corrected to 100% with rule references.
- Completes yearly On-Court training with the NCR Training Team.
- Possesses general knowledge of the rules, mechanics and techniques used by USA Volleyball officials.
- Understands the basics of transitioning and positioning as an R2.
- Has basic knowledge of the use of the USAV scoresheet.
- Beginning understanding of rotational faults.
- Beginning understanding of back row awareness.
- Must be at least 16 years of age.

Apprentice (New) Referee

An Apprentice referee rating is the entry-level USA Volleyball certification for referees. This rating is awarded to a person who has met the following minimum standards for referees.

- Must be a current USAV member.
- Has a clear current USAV background screening.
- Has current SafeSport training certification.
- Complete online Officiating Training – New Referee
- Receive a passing grade (84%) on the USAV C written/online examination. All exams must be corrected to 100% with rule references.
- Possesses basic knowledge of the rules, mechanics and techniques used by USA Volleyball officials.
- Must be at least 16 years of age.

Junior Officials

North Country Region allows junior players the opportunity to officiate volleyball for the 14's and under age groups within the Region to broaden their knowledge of the game. Junior officials must receive the Junior Player Official Certification.

- Must be a current USAV member.
- Must be rostered on an active North Country Region club team roster.
- Has current SafeSport training certification (parental approval required)
- Complete On-Court Officiating Training, In-Person Junior Officiating Clinic training OR online Junior Player Officiating training. Detailed instructions on how to register for the online training can be found here: [Junior Player Online Officiating Training](#)
- Possess basic knowledge of the rules, mechanics and techniques used by USA Volleyball officials.
- Must be at least 15 years of age.
- Submit a completed application and recommendation form to North Country Region.

TOURNAMENT ASSIGNMENTS

North Country Region Events

- NCR Boys Winter Tournament
- NCR Heartland Tournaments
- NCR SmackFest*
- NCR Boys Smack Showcase
- NCR Region National Bid
- NCR Minnesota Area Championship*
- NCR North Dakota Area Championship*
- NCR South Dakota Area Championship*
- NCR Adult Championship
- NCR Region Championship*
- Beach Regional Qualifier

The North Country Region Officials' Director with the assistance of the Officials Chair will make all Event Assignments and will resolve any conflict with assignments. The number of officials will be based on the number of teams registered in the Event as well as the tournament schedule.

Assignments are requested and confirmed through Advanced Event Systems (AES). Detailed schedules are sent out the week of the Event.

All officials are responsible for arriving at the designated location and being ready to perform their officiating duties at least 30 minutes prior to the start of their first scheduled match. Officials provide their own transportation to and from Events.

*NCR SmackFest, NCR Area Championships, and the NCR Region Championship will all be assigned through Metro Volleyball Officials Association (MVOA). All assignment requests, agreements, fee schedule and payment for these events will be facilitated by MVOA (www.metrovolleyball.com).

RELEASE FROM ASSIGNMENT

- **EVENT CANCELLATION**

- When an official is notified of cancellation prior to an event, the official is not compensated for scheduled matches at that event.

- **MATCH FORFEIT**

- When an official is notified of the forfeit less than 30 minutes prior to the match, the official will be compensated for that match.
- When an official is notified of the forfeit at least 30 minutes prior to the match, the official is not compensated for that match.
- Tournament directors will make it a priority to find officials whose compensation is affected by forfeits an additional match in either the same event or in a future event, although this is not guaranteed.

- **CANCELLATION BY AN OFFICIAL**

- Officials who no-show or cancel within one week of an event for non-emergent regions will significantly hinder their further officiating opportunities within North Country Region.

FEES/COMPENSATION

NCR-USAV OFFICIALS PER MATCH PAY SCALE				
Official Level	SmackFest	NCR Region Rank Events*	Other	3 Sets to 25
Apprentice	\$32.50	\$30.00	\$30.00	\$37.50
Provisional	\$37.50	\$35.00	\$35.00	\$45.00
Regional	\$42.50	\$40.00	\$40.00	\$50.00
Jr. National/National	\$45.00	\$45.00	\$45.00	\$60.00
Junior Player (U14↓)	\$25.00	\$20.00	\$20.00	\$27.00

*Includes Regional National Bid, Region Rank Tournaments, Boys Winter & Boys Smack Showcase, & MN/ND/SD Championships

- North Country Region is unable to issue payment until a completed W9 and a current Independent Contractor Agreement are on file. Contact the Officials Director for help locating these forms.
- At each NCR Event, officials will receive a Sign-Off Sheet which must be completed, signed and turned into the site director to verify matches worked.

REGIONAL TRAVEL POLICY

- Officials are responsible for all travel expenses to and from events.
- Clinicians who travel greater than 100 miles round trip to facilitate an NCR In-Person Clinic will be compensated for mileage > 100 at the standard IRS mileage rate (currently \$0.575/mile).

INCIDENT AND INJURY REPORTS

Any incident which includes, but is not limited to, damage to property, conduct violations by players, coaches, spectators will be reported ***in detail*** to the NCR Executive Director on the next business day following the event. These reports must be in writing and can be done by memo or email message.

Any incident which involves a physical injury will be reported to the NCR site director the day of the tournament so appropriate paperwork can be complete by all parties.

Any incident in which Fire, Rescue, Police or Ambulance are summoned to a playing venue should be reported immediately to ***the NCR Executive Director***.

APPLICATION FOR JUNIOR NATIONAL REFEREE OR NATIONAL REFEREE/SCORER CANDIDATES

All potential candidates must complete the entire application form which can be found on the USA Volleyball website under the Officials link. This completed form and a completed score sheet (with a deciding game included) must be sent to the Officials Chair by January 31st to be considered a potential candidate from North Country Region. *Interested candidates must notify the Officials Chair by December 31st of their interest to submit an application.*

Junior National Referee Certification Process

- Be an active officiating member of NCR in good standing for three (3) years.
- Attend/officiate a USAV out-of-region tournament within two (2) years of application.



- Request in writing to be rated/evaluated by the Officials Chair or designee by December 31st of the current season.
- Follow the USA Volleyball requirements for application.

National Referee Certification Process

- Be an active officiating member of NCR in good standing
- Be a certified Junior National Referee or a PAVO National Referee
- Request in writing to be rated/evaluated by the Officials Chair or designee by December 31st of the current season
- Follow the USA Volleyball requirements for application

National Scorer Certification Process

- Be an active officiating member of North Country Region in good standing for three (3) years.
- Request in writing to be evaluated by the Scorer Chair or designee by December 31st of current season
- Follow the USA Volleyball requirements for application



Thank you for all you do to promote and facilitate the sport of volleyball! Have a great season!